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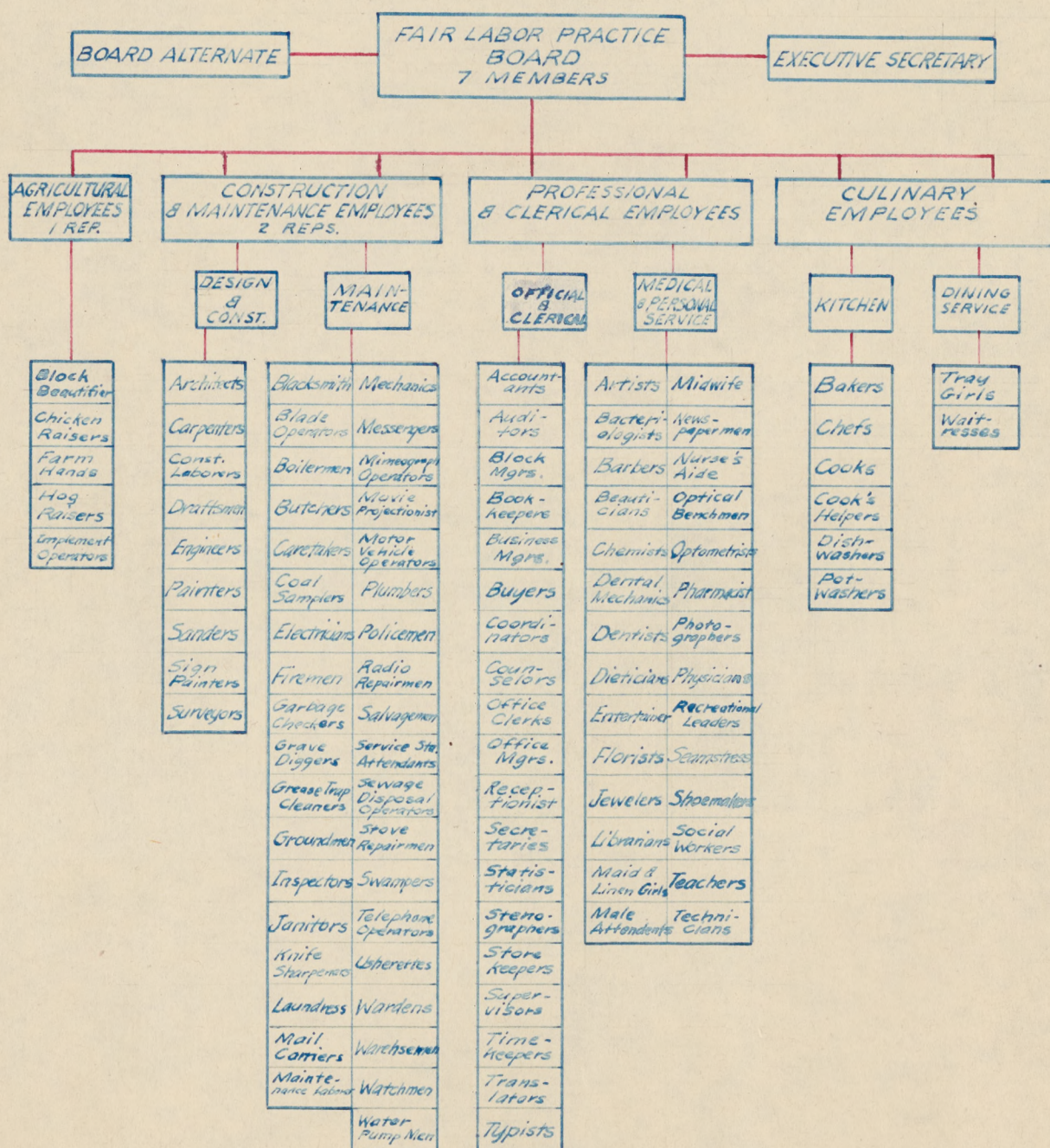


# ORGANIZATION CHART

## FAIR LABOR PRACTICE BOARD

### MINIDOKA W.R.A. PROJECT

JUNE 1, 1943





FAIR LABOR PRACTICE BOARD

B Y - L A W S

FOREWORD: Pursuant to the War Relocation Authority's Administrative Instructions No. 27, and the subsequent Project Employment Office Memorandum authorizing the creation of a Fair Labor Practice Committee; that body, having been duly constituted and initially convened, the provisions hereinunder defined will, upon adoption, govern the general conduct of this body, and shall be known as its "By-Laws".

ARTICLE I

NAME: This body shall be known as the "Fair Labor Practice Board".

ARTICLE II

AIMS AND PURPOSES: The purposes of the organization shall be to afford the Minidoka Project with a democratic and representative organization within the work corps in order to maintain fair employment practice.

ARTICLE III

BOARD JURISDICTION: The Board's field of jurisdiction shall extend over and include, in entirety, the members of the Minidoka Project Work Corps, and all of the various phases of occupations therein represented.

The Board, in this field, shall attempt, in a judicious manner, to adjust, relieve, and to improve conditions relating to employment, work standards, and employment compensation.

ARTICLE IV

BASIS OF REPRESENTATION: All evacuees, upon acceptance of employment automatically become a member of the Minidoka Work Corps, and are entitled to representation; to voice, and to seek redress before the Fair Labor Practice Board, in accordance with procedures set forth by this body.



## ARTICLE V

NUMBER OF BOARD MEMBERS: There shall be seven members on the Board. These shall be known as "Board members". These Board members are to be elected from the constituents of the Minidoka Work Corps on the following basis:

At least one Board member shall be elected from each of the following occupational groups:

1. Agricultural Employees
2. Professional Employees
3. Industrial Employees
4. Mess Employees

A formula and chart illustrating and particularizing the manner of electing the Board members from among the Work Corps enrollees shall be appended to these By-Laws.

## ARTICLE VI

ALTERNATE BOARD MEMBERS: There shall be, in addition to the seven Board members above named, other members who shall serve in a replacement or proxy capacity. They shall be elected from the various occupational groups in such numbers as may be deemed necessary and advisable, and shall be known as "alternate members".

## ARTICLE VII

SENIORITY: Seniority and order of succession of the alternate members shall be determined respectively by the number of votes each receives.

## ARTICLE VIII

TENURE OF OFFICE: The Board members and alternates shall serve and hold office for a period of six months from the time of the first regular meeting date, at which time their terms shall expire.

## ARTICLE IX

POWERS OF BOARD MEMBERS: The Board members shall exercise the authority vested in them as defined in Section VI, Administrative Instructions No. 27, and the Employment Director's memorandum, which are appended to these by-laws.

And further, the Board shall be guided by its own rules of supplementary procedures in such a manner as to promote harmony, welfare and progress within the activities encompassed in the scope of its jurisdiction.



## ARTICLE X

DUTIES OF BOARD MEMBERS: The Board members, being democratically elected by and being representative of the Project Work Corps, shall be the highest body of the Work Corps.

The Board, thereby, shall serve the Work Corps in a mediatory, judicial, legislative and coordinative capacity.

It shall be in these capacities the highest liaison body between the Work Corps and the Project Administration of such other individuals or groups that may be concerned.

## ARTICLE XI

CHAIRMAN: There shall be one member of the Board selected from among its own members by secret ballot at the first regular meeting marking the beginning of each new term, to serve and to be known as the "Chairman of the Board".

## ARTICLE XII

POWERS AND DUTIES OF CHAIRMAN: It shall be the Chairman's duty to call regular meetings at dates to be designated by the Board, and any special meetings that he may, at his discretion, deem necessary.

It shall be the duty of the Chairman, or someone delegated by him to preside over these meetings. He shall further exercise those powers and perform those duties that by common practice are implied to his office.

## ARTICLE XIII

OFFICE QUARTERS AND AGENTS: The Board, for purposes of convenience and dispatch, in the performance of its activities, shall secure a centrally-located office, and shall employ at its election from among its own members or secure from among other work corps enrollees, an agent or agents and office personnel to execute the details and routines of business as instructed and supervised by the Board.

This personnel shall be strictly accountable to the Board, and further functional particulars shall be worked out by the Board and its Chairman, and these directions will be contained in the minutes of the Board's meetings.

## ARTICLE XIV

REGULAR MEETINGS: Regular meeting dates shall be determined by the Fair Labor Practice Board at such regular time intervals as is deemed advisable.



## ARTICLE XV

MEETING PROCEDURE: The meetings shall be conducted in accordance with the Roberts rules of orders on Parliamentary Procedure.

## ARTICLE XVI

QUORUM: The presence of a quorum shall be necessary at Board meetings for the body to officially enact its work. It shall require the presence of five out of the seven regularly elected Board members or their credited alternates to constitute a quorum.

## + ARTICLE XVII

BOARD RECORDS: An adequate and complete set of records shall be kept of all Board business in proper files designated to the Fair Labor Practice Board.

These records shall consist of all Board meeting minutes, communications, testimonials, reports, publications, and all other matters that pertain to the activities of the Board.

## ARTICLE XVIII

WAR RELOCATION REPORTS: Reports shall be submitted to the War Relocation Authority of such natures, and at such times as may be requested.

## ARTICLE XIX

ADMINISTRATIVE LIAISON: There shall be for purposes of consultation and contact with the Project Administration, a liaison administrative office, which, out of logical function will be the office of the Project Employment Director.

This office shall serve for and with the Board in such capacities as is necessary, but shall not, in any manner, assume powers of or assert control over the Board.

## ARTICLE XX

GRIEVANCE FORMS: All grievances must be submitted in writing on forms to be made available for that purpose. Grievances may be submitted by work corps members or by administrative staff members.



## ARTICLE XXI

GRIEVANCE PROCEDURE: Grievance petitions may be submitted to any Board member or directly to the Board office, the particulars of whose procedures shall be arrived at by the Board in its sessions, and the resulting compilations shall be made a matter of public notice.

A file should be made of all reported grievances and they should be placed on a grievance calendar, the order of which is to be determined by the Chairman of the Board.

## ARTICLE XXII

AMENDMENTS: Amendments to all or any of the provisions contained within these by-laws must be first submitted in writing to the Chairman of the Board, who shall give sufficient notice in advance of the meeting as to the submission and consideration of the proposed amendment.

Thereafter, to be adopted into the by-laws, the amendment or amendments must be ratified by at least 5 votes of the seven regular members of the Board, or their duly-accredited alternates serving in replacement or proxy capacity.

## ADDENDA

DURATION OF BY-LAWS: Upon ratification by the Fair Labor Practice Board, these by-laws will forthwith govern the procedures of the Board, its members, its officers, and its agents during the period until the first regular meeting of the succeeding Board, and the provisions of these by-laws will continue in effect into the next term unless the succeeding Board members deem otherwise at that time.

RATIFIED BY THE FAIR LABOR BOARD ON THIS \_\_\_\_\_ DAY  
OF OCTOBER, 1942.

By \_\_\_\_\_  
Chairman  
FAIR LABOR PRACTICE BOARD



WAR RELOCATION AUTHORITY  
Minidoka Project

December 15, 1942

*Placement*  
*B* Instruction # 10  
TO: ALL TIMECHECKERS

FROM: HEAD TIMECHECKER

RE: PART TIME WORKERS

Taken from Administrative Instruction No. 10 (Revised)

XI. Part Time Workers

- A. If a worker is employed on a part-time basis, his Notice of Assignment will be marked "Part-Time Worker" by the Placement Section.
- B. Part-time workers will be paid at the rate of:
- |                   |             |
|-------------------|-------------|
| Group I workers   | 50¢ per day |
| Group II workers  | 70¢ per day |
| Group III Workers | 80¢ per day |
- C. Part-time workers will be paid only for the days worked and will not be paid for intervening Sundays or holidays. Four Hours' work on Saturday will constitute a full work day for a part-time worker as well as for a full-time employee, with the exception of partial day workers (High school students and housewives) who will be paid for only actual hours worked.
- D. A worker employed more than the equivalent of twenty 8-hour days in any month shall be considered to be on a full-time basis and will be paid from the first day worked until the last day worked, including intervening Sundays and holidays at the monthly rate.



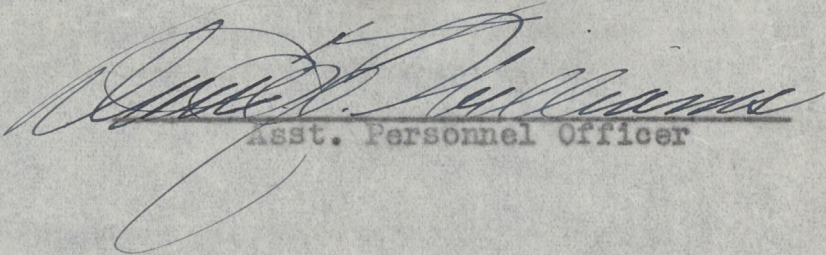


*JAB*

MINIDOKA RELOCATION CENTER  
Hunt, Idaho

18 May 1944

1. Members of the Efficiency Rating Committee are requested to be present at a meeting to be held in the office of the Personnel Director, Personnel Management Building, Friday May 19, 1944, 9 A.M.
2. The committee is called together for two purposes:
  - a. Further clarification of rating techniques and procedures.
  - b. Decide upon final ratings.

  
Asst. Personnel Officer

cc

D. Miller  
A. Kleinkopf  
J. Beeson  
W. Maxey  
L. Folsom



## EMPLOYMENT PROCEDURE MEMORANDUM

June 18, 1943

To: All Division Chiefs and Field Personnel  
From: Placement  
Subject: Placement Procedure

The following memorandum is revised of August 26, 1942, which was issued in an effort to clarify established employment procedure and facilitate the assignment of personnel to the various divisions with a minimum of delay.

The following officially proved forms are used for all placement purposes.

- I. Requisition for workers. (Mimeographed--original and one copy.)
- II. Notice of assignment, WRA 21. (Printed--original and four copies--white, yellow, green, pink and red.)
- III. Division to Division and Classification Transfer Slip. (Mimeographed--original and four copies.)
- IV. Termination Notice. (Mimeographed--original and four copies.)

### THE REQUISITION FOR WORKERS

The requisition for Workers shall be originated by the division requesting the assignment of workers in various classifications and signed by the Division Head or his designated representative. The form shall be prepared in an original and one copy and both copies routed directly to the Placement Office. The form may be used to requisition individual workers, any number of workers in the same classification, or any number of workers in various classification.

It is urged that workers be requested in crews with all the necessary classifications to be required, as so far as possible.

### NOTICE OF ASSIGNMENT, WRA21

This form shall be prepared by the Placement Officer in an original and four copies, and routed directly to the requisitioning division. The division will require the worker to sign the document on the last line in the lower left hand corner and the Division Head or his designated representative sign on the last line of the lower right hand corner. Responsibility for the proper routing of the form will rest with the division who has signed the requisition.



Distribution will be as follows: Original copy (white) routed directly to the Fiscal Office. First copy (yellow) returned directly to the Employment Office. Second copy (green) retained by the division to which the worker has been assigned. Third copy (pink) to be retained by the employee. Fourth copy (red) routed to the Social Welfare Dept.

The employee should, in every instance, sign the five (5) copies and retain the pink copy of the Notice of Assignment, bearing his signature. For the present this form will act as an identification of the worker for salary purposes.

DIVISION TO DIVISION AND CLASSIFICATION TRANSFER SLIP

This form shall be prepared in an original and four copies for, (1) The transfer of an employee from one division to another; (2) Reclassification of an employee from one grade to another within the same division.

In the instance of division to division transfer, the form shall be prepared by the division from which an employee is transferring. All copies shall be forwarded, attached with timesheet to the division to which the employee is to be transferred. Then the transfer is to be signed by the Head of that Division from which it will be forwarded to the Placement Office for validation.

In the instance where a division wished to reclassify an employee, either to a position of more responsibility or one of lesser responsibility with corresponding change in classification, the Division to Division and Classification Transfer Slip shall be prepared in an original and four copies and forwarded directly to the Placement Office. If the reclassification meets the established classification standard, the Placement Office will validate the form and forward the original and one copy to the Fiscal Office.

In the case of reclassification, a new Timesheet will be prepared by the Payroll Clerk of the Personnel Records Section in the same manner as for a new employment. The Timesheet for the old rate and for the new rate will be kept together until the end of the month and until after the payroll pre-audit is made after which the Timesheet will be put on the Division Payroll in which the enlistee ended the month--each classification rate being put under the classification section of the payroll to which it belongs.



In order to avoid difficulty in closing each month's payroll transactions and to facilitate the payment of enlistees, no transfers or changes in classifications will be made during a frozen period between the twenty-fifth and the end of each month and the 5th of each new month.

TERMINATION NOTICE

The termination notice shall be prepared in an original and four copies by the division to whom the employee to be terminated is currently assigned.

The routing of the several copies will follow the routing procedure noted in the upper left hand corner of the form.

(NOTE: A termination notice should be served on an employee after five days' absence from his assigned duty unless absence is explained satisfactorily to the official immediately in charge.)



Employment and Termination Procedures Memorandum

Aug. 5, 1943

To: All Division Chiefs and Field Personnel

From: Placement Placement.

Subject: Placement and Termination.

The following memorandum is revised of August 26, 1942, which was issued in an effort to clarify established employment procedure and facilitate the assignment of personnel to the various division with a minimum of delay.

The following officially proved forms are used for all placement purpose.

- I. Requisition for workers. ( Mimeographed--original and one copy.)
- II. Notice of assignment, WRA 2I. ( printed-- original and four copies-- white, yellow, green, pink, and red.
- III. Division to division and classification Transfer slip. (mimeographed--original and four copies.)
- IV. Termination notice. ( Mimeographed-- original and four copies.)

~~THE REQUISITION FOR WORKERS~~

THE REQUISITION WORKERS

The requisition for Workers shall be originated by the division requesting the assignment of workers in various classifications and signed by the Division Head or his designated representative. The form shall be prepared in an original and one copy and both copies routed directly to the Placement Office. The form may be used to requisition individual workers, any number of workers in the same classification, or any number of workers in various classification.

It is urged that workers be requested in crews with all the necessary classifications to be required, as so far as possible.

NOTICE OF ASSIGNMENT. WRA\*2I

This form shall be prepared by the Placement Officer in an original and four copies, and routed directly to the requisitioning division. The division will require the worker to sign the document on the last line in the lower left hand corner and the Division Head or his designated representative sign on the last line of the lower right corner. Responsibility for the proper routing of the form will rest with the division who has signed therequisition.



Distribution will be as follows: Original copy ( white) routed directly to the Fiscal Office. ~~First~~ copy ( yellow) returned directly to the Employment Office. ~~Second~~ copy (green) retained by the division to which the worker has been assigned. Third copy (pink) to be retained by the employee. ~~Fourth~~ copy (red) Routed to the Social Welfare Dept.

The employee should, in every instance, sign the bearing five (5) copies and retain the pink copy of the Notice of Assignment, bearing his signature. For the present this form will act as an identification of the worker for salary purposes.

**DIVISION TO DIVISION?**

**DIVISION TO DIVISION AND TRANSFER SLIP AND RECLASSIFICATION**

This form shall be prepared in an original and four copies for, (1) The transfer of an employee from one division to another; (2) Reclassification of an employee from one grade to another within the same division.

In the instance of division to division transfer, the form shall be prepared by the division from which an employee is transferring. All copies shall be forwarded, attached with timesheet to the division to which the employee is to be transferred. Then the transfer is to be signed by the Head of that Division from which it will be forwarded to the Placement Office for Validation.

In The instance where a division wished to reclassify an employee, either to a position of more responsibility or one of lesser responsibility with corresponding change in classification, the Division to Division and Classification Transfer Slip shall be prepared in an original and four copies and forwarded directly to the Placement Office. If the reclassification meets the established classification standard, the Placement Office will validate the form and forward the original copy to the Fiscal Office.

In the case of reclassification, a new Timesheet will be prepared by the payroll clerk of the Personnel Records Section in the same manner as for a new employment. The Timesheet for the old rate and for the new rate and for the new rate will be kept together until the end of the month and until after the payroll pre-audit is made at which time the Timesheet will be put on the Division Payroll in which the enlistee ended the month -- each classification rate being put under the classification section of the payroll to which it belongs.



In order to avoid difficulty in closing each month's payroll transactions and to facilitate the payment of enlistees no transfers or changes in classification will be made during ~~month~~ a frozen period between the twenty-fifth and the end of each month and the 5th of each new month.

#### TERMINATION NOTICE

The termination notice shall be prepared in an original and four copies by the division to whom the employee to be terminated is currently assigned.

The routing of the several copies will follow the routing procedure noted in the upper left hand corner of the form.

NOTE.:) A termination notice should be served on an employee after five days' absence from his assigned duty unless absence is explained satisfactorily to the official immediately in charge.)



## TERMINATION PROCEDURE

( Supplement to Termination Procedure Administrative Instruction)

All termination must be served in writing to the person being terminated on the regular form. In order to be official, the signature of the department head shall be required.

### TYPES OF TERMINATIONS:

- I. Termination for relief from duties. ( discharge)
- II. Termination for reduction of personnel.
- III. Termination for supplementing labor shortage.
- IV. Termination due to resignation .
- V. Termination due to illness.
- VI. Termination Due to leaving project.
- VII. Termination due to emergency or other duties.

The type of termination should be stated with the specific reasons for same.

#### I. TERMINATION FOR RELIEF FROM DUTIES. ( DISCHARGE)

Termination shall be made for negligence, refusal to follow legitimate and reasonable order, insubordination, deliberate laziness, Deliberate misrepresentation, subverting execution of legitimate orders, and malicious miscarriage of orders.

The mere fact that a worker makes suggestions to his superior protests an order, or complains about the manner an order is issued shall not be sufficient grounds for discharge.

#### II. TERMINATION FOR REDUCTION OF PERSONNEL

Realizing that certain types of work fluctuate in volume reflecting itself in the necessity for increasing or decreasing required personnel it is desirable to base these reductions in as just and equitable manner as it is reasonably possible. One week's written notice prior to termination with advice to contact placement.

In such reduction the following basis shall be considered:

##### A: SENIORITY

Within reason, those first assigned to the given type of job to be curtailed shall in the order the time assigned to the job and performing the job be reduced. Subsequent employees to be reduced first.

##### B QUALIFICATION AND ABILITY TO PERFORM JOB.

It is reasonable that those proving themselves of better capability or cooperativeness should be preferred for retention.



The judgment of qualifications shall rest within the discretion of the head of the given department.

### III. TERMINATION FOR DIVERSION TO SUPPLEMENT LABOR SHORTAGE

Where the termination is for reason of diverting personnel to perform other required work, the qualifications of the person terminated to do the other work shall be considered.

The worker to be transferred should be notified in sufficient advance, however, to be notified of the job to which he is requested to be transferred.

The factors of Seniority and qualifications of the ~~person~~ present job prior to transfer shall be considered.

Provisions should be made for the transfer, between the department head and the Placement Office. It is an undesirable practice to terminate workers without affecting sufficient opportunities for the transfers.

### IV. TERMINATION DUE TO RESIGNATION

Obviously no explanation need be given where the given Department Head accepts the resignation.

### V. TERMINATION DUE TO ILLNESS

This procedure is covered in the WRA Administrative Instructions

### VI. TERMINATION DUE TO LEAVING PROJECT

Obviously no explanation is needed.

### VII. TERMINATION DUE TO EMERGENCY OR OTHER REASONS

This termination may be due personal reasons, emergencies in the workers home or family status that must be attended to, or to miscellaneous causes. A brief description should be made.



WAR RELOCATION AUTHORITY  
Minidoka Project  
Hunt, Idaho

In reply, please refer to:

October 18, 1943

MEMORANDUM TO: Harry L. Stafford, Project Director

SUBJECT: Report On Meeting Held in the Employment  
Division Saturday, October 16, 2:30 P.M.

Those in attendance were Mr. Beeson, Mr. MacLaughlin, and Mr. Folsom. The following points were discussed:

1. All off-project employment including labor for outside employers
2. Developing contact with center residents
3. Handling orders for workers by mail
4. Correspondence with the employers
5. Checking eligibility for leave
6. Issuing appropriate leaves
7. Notification of departure dates to both relocation officers and employers
8. Handling offers of sponsorship
9. Maintaining the professional attitude in the offices with regular work habits and hours
10. Clearing information between sections of Employment Division

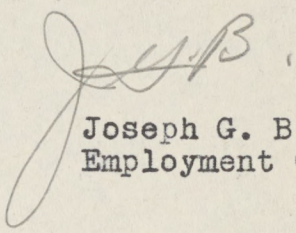
These matters were thoroughly discussed and the only points significant that were developed and should be called to the Project Director's attention are:

1. All indefinite leaves should be initialed by the Leave Officer before signature of Project Director is affixed.
2. The leave procedure for parole leaves is very difficult and requires so much time that in many instances the job opportunity has been lost.





3. It is quite definite from the discussion that the number of indefinite leaves are decreasing at the present time. This is due to the season of the year, the recent segregation move, and it also might be attributed to the fact that the number of appointed personnel advocating relocation is not as great as it formerly was. This is probably due to the pressure of business in each of the divisions and sections.

  
Joseph G. Beeson  
Employment Officer



## A G R E E M E N T

THIS AGREEMENT made and entered into this \_\_\_\_\_ day of February, 1945 by and between Perry-Morse Seed Company, Inc., by Chas W. Barlow Warehouse, a Co-Partnership, its agent of Hazelton, Idaho and the individual worker-employees whose names are signed at the bottom hereof, as parties of the second part.

WITNESSETH, that whereas the employer above named desires to engage 35 workers, more or less, for work at Hazelton to last for a period of between two and half and three months.

And whereas under the regulations of War Relocation Authority such workers in going out are required to leave indefinitely from the Project and thereby relinquish their respective rights to transportation costs elsewhere.

And whereas to induce relocation the War Relocation Authority provides transportation costs of relocated persons from the Project in Hunt, Idaho, to the place of employment.

Now therefore, this agreement witnesseth that the Employer in consideration of this contract executed by the respective workers, and their agreement to stay on the job and complete the work assigned: namely, hand picking the lot of peas and beans now located at the Chas. W. Barlow Warehouse of Hazelton. The workers do agree that for the wage scale of 55¢ per hour for a 40-hour week, with time and one half rate for overtime, they will respectively

1. Stay at the WPA Camp of Hazelton, Idaho, where they will be housed and fed at usual WPA rates
2. Remain on the job until completion of the entire work assignment which is expected to last until April 20, or longer, but not longer than May 15.

And the Employer agrees that in addition to the wage scale above stated all workers who complete the assignment will, at the termination of the job, be provided with transportation costs and sustenance to the same extent as is at present provided by WRA to their respective homes or places of relocation adopted as choice for home in the future.

It is further agreed that in a few instances workers will be unable to complete the contract. In such event, at the option of Employer, all transportation and sustenance costs may be provided notwithstanding failure of such exceptional cases to finish the work-assignment.



Perry-Morse Seed Company, Inc.  
by Chas. W. Barlow Warehouse,  
a Co-partnership.

Employer

Employees:



16  
Confidential

## COMPENSATION AND WORK RULES

- A. Compensation in cash at the rate of \$12, \$16. and \$19.00 per month shall be paid to those evacuees employed by the War Relocation Authority and those employed in consumer or WRA operated producer enterprises operating within relocation centers, according to the following schedules:
1. Group I: \$12 per month. This shall be an "Entrance rate", and shall apply to new workers, trainees, partially qualified workers and apprentices. Everyone in this group shall work under the immediate supervision of a more experienced worker. This rate shall not apply to common labor on simple tasks requiring hard physical work. Promotion to a higher group shall be upon recommendation of the employee's Section Head, when approved by the Project Employment Officer.
  2. Group II: \$16 per month. This group shall include all evacuees not included in Groups I and III, and is expected to include the majority of the evacuees.
  3. Group III: \$19. per month. This group shall include complex or responsible jobs requiring for their proper execution considerable formal training, or experience of such scope and character as to be equivalent to such training. These include:
    - a. Jobs involving responsible supervision of the work of other employees.
    - b. Positions on the project chart in grades CPC 7, SP 6, CAF 5, P 1, and higher.
    - c. Jobs requiring professional training.
    - d. Jobs making an exceptional contribution to project operation, entailing extremely hard work essential to the welfare and morale of large numbers of people, or which involve exceptional skills.



- B. The classification of individual jobs within the three groups will be provided for in schedules to be approved by the Director. Jobs not listed in such schedules shall be classified by the Project Director with the advice of the Project Employment Officer in the same groups as similar jobs so listed.
- C. The cash compensation of an evacuee employee for a monthly pay period shall be established at a rate in which he was classified at the beginning of the pay period. A change in classification shall become effective only at the beginning of the pay period following the date of reclassification.
- D. For purposes of calculating deductions under Paragraph IV F, and for any other purpose for which it becomes necessary to calculate compensation on a daily basis, the rate per day shall be the monthly rate divided by 30.
- E. 1. Workers employed on a full time basis on regular work projects shall be considered in continuous monthly employment, provided that they report for duty as requested by their immediate supervisor and that all absences are accounted for by having been officially excused. Upon temporary or permanent cessation of a work project, the jobs shall be terminated and the workers made available for reassignment.
2. Merely reporting to the Placement Office for work, without assignment to a specific job, shall not entitle the evacuee to compensation for work.
- F. Where any evacuee employee fails to report for duty for reasons other than illness without having been excused for cause by his immediate supervisor, he shall be liable to discharge or to deduction of three days' pay, or both. In addition, he shall not be entitled to pay for the days of unauthorized absence. Such an employee shall have the right to appeal to the Fair Practice Committee from any action taken under this paragraph.



CLASS C \$19.00

Account ants  
Architects  
Assistant nurse  
Assistant project steward  
Auditors  
Block managers  
Chemists  
Chief blacksmith foreman  
Chief canteen manager  
Chief carpenter foreman (supervisor of all project carpenters)  
Chief clerk (supervisor of at least 2 head clerks)  
Chief of communication division  
Chief cook  
Chief dispatcher  
Chief garage foreman  
Chief gardener foreman  
Chief inspectors (all project divisions)  
Chief labor foreman  
Chief machinist foreman  
Chief maintenance foreman  
Chief mechanic foreman  
Chief nurse  
Chief painter foreman  
Chief plumber foreman  
Chief refrigeration foreman  
Colonist teachers (A.B. or B.S. degree plus an active  
teaching certificate)  
Cook supervisor  
Counselor  
Counselor Aid  
Dentists  
Dietitians  
Editors  
Engineers (civil, electrical, mechanical, etc.)  
Fair practice chairman  
Head Nurse  
Head storekeeper (warehousing division)  
Junior administration assistant  
Junior cost accountant  
Junior fiscal accountant  
Junior placement officer  
Laboratory technicians  
Librarians  
Music instructors  
Optometrists  
Pharmacists  
Personnel counselors  
Physicians and Surgeons  
Placement officer  
Procurement officer



CLASS 2 \$19.00

Project steward

Registrar

Senior audit. clerk

Senior clerk, housing

Senior clerk, office service section

Senior clerk, procurement section

Senior personnel clerk

Senior statistical clerk

Social and welfare workers, case workers

Statisticians

Superintendent, farm

Trained nurses

Translators

Veterinarians

Waitress supervisor

X-Ray technicians

etc.

*Funeral director*



GROUP III - C

Funeral Director  
General Office Manager  
Personnel Manager  
Lieutenant, Internal Security  
Captain, Internal Security  
Reassignment Supervisor (Housing)  
Theatre Manager  
Sr. Foreman (Highway section)  
Sr. Timekeeper (Public works, steward division)  
Tax Consultant  
Daily Goods Dispatch Foreman  
Lumber Yard Foreman  
Insurance Counselor  
Adjusting Board (Housing)  
Post Office Supervisor  
Fire Chief  
Assistant Fire Chief  
Captain (fire dept.)  
Custodian of records  
Labor Coordinator



CLASS B \$16.00

Administrative assistant in leaves and furloughs section  
Ambulance driver  
Assistant accountant  
Assistant auditor  
Assistant carto draftsman  
Assistant electric engineers  
Assistant engineer draftsman  
Assistant lab technicians  
Assistant nursery teacher  
Assistant steward  
Assistant teachers  
Athletic and sports officials  
Bakers  
Bakers helper  
Barbers  
Beauticians  
Blacksmith  
Blacksmith helper  
Boilermen  
Bookkeeper  
Bus driver  
Butchers  
Cadet teachers  
Canteen managers  
Salesclerks, Canteen  
Carpenters  
Carpenter's helpers  
Carto draftsman  
Cashiers  
Chauffeurs  
Checkers  
Coding clerks  
Commercial artists  
Cook's helpers  
Dancers  
Designers  
Dining hall storekeepers  
Dishwashers  
Dispatchers  
Doctors' and dentist's assistants  
Draftsmen  
Dry-cleaners  
Electricians  
Electrician's helpers  
Electrical repairmen  
Entertainers  
Farm hands and laborers  
Farm managers  
Filing clerks  
Firemen  
Furniture appraisers  
Gas attendants  
General office clerks  
Grafters  
Grave-diggers



CLASS B \$16.00

Greenhouse men  
Ground crews; sanitation crews  
Guides  
Head waitress  
Head dishwasher  
Hospital maids, orderlies  
Hothouse men  
Inspectors (any division)  
Interpreters  
Interviewers  
Irrigation laborers  
Irrigators  
Jack-hammer operator  
Janitors  
Junior dietitians  
Laundry workers  
Library assistants and attendants  
Machinist  
Machinist helpers  
Masseuse  
Meal checkers  
Mechanics (all kinds)  
Mechanic helper  
Messengers  
Mimeograph machine operators  
Monitors  
Movie projectionists  
Night watchmen  
Nurse's aides  
Operators of road maintainers  
Orchestra leaders  
Office machine operators  
Pantry cooks  
Paymaster  
Photographers  
Plumbers  
Plumber's helpers  
Policemen  
Porters  
Postal clerks  
Pot washers  
Practical nurses  
Printers P  
Pruners  
Radio repairman  
Recreational leaders  
Refrigeration mechanics  
Receiving clerks  
Reception clerks  
Reporters  
Scientific helpers and engineering aids  
Second cooks  
Secretaries  
Seamstress



CLASS B \$16.00

Senior electricians  
Senior janitors  
Senior mechanic  
Senior steward  
Shoe reprimen  
Senior storekeeper (warehouse)  
Stage man  
Statistical clerks  
Senior timecheckers  
Sign painters  
Stenographers  
Stewards  
Surveyors  
Stock clerks  
Swampers  
Tailors  
Teamsters  
Technical agricultural jobs  
Timecheckers  
Tractor drivers  
Transit man  
Truck drivers  
Supervisor of truck drivers  
Typists  
Ushers  
Waiters  
Waitresses  
Warehousemen  
Watch repairmen  
Welders  
Vegetable men  
etc.

*sanitation crew*

*PA technician*



GROUP II - B

Property Clerks (Adm.)  
P.A. Technician (or Service man)  
Adjustment Representatives (Housing Division)  
Blueprint Apirata  
Traffic Patrol  
Darkroom man (Technician)  
Optical Bench-man



MONTHLY STATISTICAL REPORT  
OF APRIL

SUBMITTED BY G. Y. HARA



PROJECT EMPLOYMENT BY DIVISIONS

AS OF APRIL 30, 1943

<u>DIVISIONS</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>	<u>PERCENT TO TOTAL</u>
ADMINISTRATION	168	76	92	3.7
COMMUNITY ENTERPRISE	219	127	92	4.8
COMMUNITY SERVICE	328	117	211	7.2
EMPLOYMENT	79	29	50	1.7
FIRE DEPARTMENT	60	55	5	1.3
HOUSING	67	51	16	1.5
INFORMATION	23	15	8	0.5
INTERNAL SECURITY	111	108	3	2.4
MEDICAL DEPARTMENT	441	151	290	9.7
PUBLIC WORKS	924	738	186	20.0
STEWARD	1663	837	826	36.6
TRANS. AND SUPPLY	292	259	33	6.4
WAR WORKS	193	172	21	4.2
<u>TOTAL</u>	<u>4565</u>	<u>2735</u>	<u>1833</u>	<u>100.0</u>

PERCENTAGE OF TOTAL EMPLOYED TO THE PROJECT POPULATION.... 55%  
( PROJECT POPULATION AS OF APRIL 30--8,364 )



### MONTHLY STATISTICAL SUMMARY

	APRIL	PREVIOUS MONTH	INCREASE DECREASE IN PERCENT
NEW APPLICANTS FOR JOB	262	217	+ 21%
NUMBER OF ASSIGNED	722	419	+ 73%
NUMBER OF TERMINATED	806	429	+ 88%
NUMBER OF TRANSFERRED	376	146	+ 157%
NO. OF AWAITING ASSIGNMENTS	370	678	- 45%

ACCORDING TO THE MONTH RECORD OF APRIL, THE NUMBER OF AWAITING ASSIGNMENTS WAS ONLY 370, WHICH WAS THE SMALLEST AMOUNT IN THE PAST RECORD OF THE PLACEMENT OFFICE. 81 PERCENT OF THEM WERE FEMALES OF OLDER GROUP ABOVE THE AGE OF 50. THE PLACEMENT OFFICE IS, THEREFORE, FACING THE DIFFICULTY OF PLACING PEOPLE FROM ~~THE~~ THE ABOVE MENTIONED AMOUNT TO THE VACANT JOBS OF THE PROJECT.

IN SPITE OF 806 PERSONS TERMINATED DURING THE MONTH ( MONTHLY TURNOVER\* RATE IS 17.5 ), HOWEVER, 722 PERSONS COULD BE PLACED SUCCESSFULLY THROUGH THE OFFICE. THE SYMBOL OF HIGH PERCENTAGE OF TRANSFERS WAS DUE TO THE ADJUSTMENT OF LABOR FORCE AND THE RECLASSIFICATION OF THE LUMBER SECTION AND THE BLOCK BEAUTIFICATION SECTION. ALSO, THERE IS A TENDENCY THAT MORE PEOPLE ARE TRANSFERRING FROM JOB TO JOB BECAUSE OF MANY JOB OPENINGS. IT SHOULD BE CONSIDERED THAT THIS TENDENCY WOULD MAKE VERY MUCH EFFECT UPON THE OPERATING EFFICIENCY OF LABOR THROUGH THE PROJECT.



WEEKLY STATISTICAL REPORTS

April 5 to 17, 1943

Prepared by Statistics Dep't  
Placement Office

Submitted by G. Y. Hara



The Weekly Statistical Reports of Project  
Employment from March 29 to April 17, 1943

Based upon the weekly statistical reports, the following facts are submitted relative to the project employment from March 29 to April 17:

- (1). No special change on the volume ~~of~~ employment, providing that there is a tendency of increase of female manpower and decrease of male manpower.
- (2). Gradual increase of interviewees.
- (3). Rapid increase of terminations, transfers, and assignments.

\*\*\*\*\*

The volume of employment

	<u>March 31</u>	<u>April 17</u>	<u>Difference</u>
Male	2911	2894	-17
Female	<u>1741</u>	<u>1793</u>	<u>+52</u>
Total	4652	4687	+35

Weekly registrations for employment

	<u>Weeks</u>	<u>No. of persons</u>
March	15-20	19
	22-27	31
	29- 3	50
April	5-10	53
	12-17	65

This increase is due to the effort that, appealing the coming labor shortage to the community, the interviewers called on able-bodied persons of working age who had not registered for work and made them registered. As the number will be limited at a certain point, it will show a rapid decrease in the near future unless new colonists move into this project.



Weekly terminations

<u>Weeks</u>	<u>No. of persons</u>
March 22-27	98
29- 3	113
April 5-10	181
12-17	163

The major reasons of the remarkable increase are due to outside employment and army induction.

Weekly assignments

<u>Weeks</u>	<u>No. of persons</u>
March 22-27	106
29- 3	99
April 5-10	158 - 158
12-17	194

It is considered that there is the correlation between terminations and assignments which the increase of terminations can be replaced by that of assignments and transfers unless manpower is exhausted.



WEEKLY STATISTICAL REPORT

APRIL 5 TO 10, 1943

Placement Office  
Statistics Division

Compiled by H. H. Ito



LABOR TURNOVER RATE  
APRIL 5 TO 10, 1943

Divisions	Term.	Trans.	Total Turn- Over	Average Labor Force	Turn Over Rate
Administration	4	1	5	134	3.7%
Comm. Enterprise	1	-	1	215	0.5
Comm. Service	31	13	44	370	11.9
Employment	9	1	10	82	12.2
Fire Dept.	2	1	3	62	4.8
Housing	1	2	3	84	3.6
Information	1	-	1	24	4.2
Int. Security	1	-	1	110	0.9
Medical	11	3	14	442	3.2
Pub. Wks.	63	9	72	1078	6.7
Steward	36	15	51	1648	3.1
Trans & Supply	16	13	29	359	7.9
War Wks.	5	1	6	58	10.3
Total	181	(59)	181	4666	3.9



## ASSIGNMENTS

NOTICE OF ASSIGNMENTS CAME BACK TO THE PLACEMENT  
BETWEEN APRIL 5TH AND 10TH

	MALES	FEMALES	TOTAL
ADMINISTRATION	-	1	1
COMM. ENTERPRISE	5	2	7
COMM. SERVICE	3	14	17
EMPLOYMENT	2	-	2
FIRE DEPT.	1	-	1
HOUSING	1	-	1
INFORMATION	-	-	-
INTERNAL SECURITY	4	-	4
MEDICAL	4	7	11
PUBLIC WKS.	31	2	33
STEWARD	21	47	68
TRANS. & SUPPLY	9	-	9
WAR WORKS	4	-	4
TOTAL	85	73	158



# TRANSFERS

NOTICE OF TRANSFERS RECEIVED BETWEEN APRIL 5 TO 10, 1943

MALES														
To	FROM	COM		EMP	FD	H	INF	IS	MD	PW	SD	TS	WAR WKS	TOTAL
	AD	ENT	SER											
ADMIN.	-	-	1	-	-	-	-	-	-	-	-	-	-	1
COMM.E.	-	-	-	-	-	-	-	-	-	2	-	-	-	2
COMM.S.	1	-	1*	-	-	-	-	-	-	-	1	1	-	3
EMPLOY	-	-	-	-	-	-	-	-	-	-	-	1	-	1
FIRE DEPT	-	-	-	-	-	-	-	-	-	-	1	-	-	1
HOUSING	-	-	-	-	-	6*	-	-	-	-	-	-	-	-
INFORM.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
INT. SECUR.	-	-	-	-	-	-	-	-	3*	-	1	-	-	1
MEDICAL	-	-	-	-	-	-	-	-	-	12*	5	2	-	8
PUB. WKS.	-	-	-	1	-	-	-	-	-	-	-	-	-	-
STEWARD	-	-	-	-	-	-	-	-	-	5	1*	2	1	8
T & S	-	-	3	-	-	1	-	-	-	-	2	3*	-	6
WAR WKS.	-	-	-	-	-	1	-	-	-	2	-	6	-	9
TOTAL	1	-	4	1	-	2	-	-	-	9	10	13	1	41

FEMALES															
FROM TO	AD	COM ENT	COM SER	EMP	FD	H	INF	IS	MD	PUB WKS	WSD	TS	WAR WKS	TOTAL	
ADMIN.	-	-	3	-	1	-	-	-	-	-	1	-	-	5	
COMM. E.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
COMM. S.	-	-	-	-	-	-	-	-	1	-	2	-	-	3	
EMPLOY.	-	-	-	-	-	-	-	-	2	-	-	-	-	2	
FIRE DEPT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
HOUSING	-	-	-	-	-	1*	-	-	-	-	1	-	-	1	
INFORM.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
INT. SECUR.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
MEDICAL	-	-	5	-	-	-	-	-	-	-	-	-	-	-	
PUB. WKS.	-	-	-	-	-	-	-	-	-	-	1	-	-	1	
STEWARD	-	-	-	-	-	-	-	-	-	-	1*	-	-	-	
T & S	-	-	1	-	-	-	-	-	-	-	-	1*	-	1	
WAR WKS.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL	-	-	9	-	1	-	-	-	3	-	5	-	-	18	

\*TRANSFERS WITHIN THE DIVISION AND RECLASSIFICATIONS ARE NOT INCLUDED IN THE TOTALS.



# TERMINATIONS

Notice of terminations received between April 5th and 10th

	MALES						FEMALES				GRAND
	army	leave proj.	ill	inac- tive	un- known	total males	leave proj.	ill	un- known	female total	TOTAL
Administ.	-	3	-	-	-	3	1	-	-	1	4
Comm. Ent.	1	-	-	-	-	1	-	-	-	-	1
Comm. Serv.	-	6	-	-	1	7	8	3	13	24	31
Employment	-	3	-	-	1	4	2	-	3	5	9
Fire Dept.	-	2	-	-	-	2	-	-	-	-	2
Housing	-	1	-	-	-	1	-	-	-	-	1
Information	-	-	-	-	-	-	-	-	1	-	1
Internal S.	-	-	1	-	-	1	-	-	-	-	1
Medical	-	2	-	-	1	3	5	-	3	8	11
Pub. Wks.	2	35	-	1	20	58	4	-	1	5	63
Steward	-	23	1	-	2	26	6	-	4	10	36
Trans & Sup	-	8	-	-	8	16	-	-	-	-	16
War Works	1	4	-	-	-	5	-	-	-	-	5
Total	4	87	2	1	33	127	26	3	25	54	181



WEEKLY STATISTICAL REPORT

APRIL 12 TO 17, 1943

PLACEMENT OFFICE  
STATISTICS DIVISION

Compiled by H. Ito



LABOR TURNOVER RATE  
APRIL 12 to 17, 1943

<u>DIVISIONS</u>	<u>TERM</u>	<u>TRANS</u>	<u>TOTAL TURN- OVER</u>	<u>AVERAGE LABOR FORCE</u>	<u>TURN- OVER RATE</u>
ADMINISTRATION	12	1	13	142	9.2%
COMM. ENTER.	9	2	11	222	5.0
COMM. SERV.	19	5	24	357	6.7
EMPLOYMENT	1	3	4	79	5.1
FIRE DEPT.	2	-	2	62	3.2
HOUSING	-	1	1	84	1.2
INFORMATION	4	-	4	22	18.2
INT. SECURITY	4	-	4	112	3.6
MEDICAL	17	6	23	442	5.2
PUB. WKS.	37	40	77	1046	7.4
STEWARD	35	11	46	1662	2.8
T. & S.	20	26	46	334	13.8
WAR WKS.	3	1	4	108	3.7
<u>TOTAL</u>	<u>163</u>	<u>(96)</u>	<u>163</u>	<u>4672</u>	<u>3.5%</u>



## ASSIGNMENTS

Notice of Assignments came back to the Placement between April 12 and 17, 1943

<u>Divisions</u>	<u>Males</u>	<u>Females</u>	<u>Total</u>
Administr.	1	1	2
Comm. Ent.	7	7	14
Comm. Ser.	4	3	7
Employment	1	-	1
Fire Dept.	-	-	-
Housing	1	1	2
Information	-	-	-
Int. Secur.	3	-	3
Medical	4	16	20
Pub. Wks.	36	2	38
Steward	5	41	46
T. & S.	3	1	4
War Wks.	50	7	57
<hr/>			
Total	115	79	194
<hr/>			



# TRANSFERS

Notice of Transfers Received between April 12 to 17, 1943

## MALES

From	Com	Com								Pub			War	
To	Ad	Ent	Ser	Emp	FD	H	Inf	IS	Med	Wks	Sd	T&S	Wks	Total
Admin.	-	-	-	-	-	-	-	-	-	-	-	18	-	18
Com. E.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Comm.S.	-	1	2*	-	-	1	-	-	-	1	2	-	-	5
Employ.	-	-	-	1*	-	-	-	-	-	1	-	-	-	1
Fire Dept.	-	-	-	-	-	-	-	-	-	1	-	-	-	1
Housing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Inform.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Int. Sec.	-	-	-	-	-	-	-	-	1	-	-	-	-	1
Medical	-	-	-	-	-	-	-	-	-	-	-	1	-	1
Pub. Wks	-	-	-	-	-	-	-	-	1	19*	2	-	1	4
Steward	-	-	-	-	-	-	-	-	-	1	-	-	-	1
T. & S.	-	-	1	-	-	-	-	-	-	1	1	5*	-	3
War Wks	1	-	-	-	-	-	-	-	1	35	1	1	-	39
Total	1	1	1	-	-	1	-	-	3	40	6	20	1	74

## FEMALES

From	Com	Com												
To	Ad	Ent	Ser	Emp	FD	H	Inf	IS	Med	Pub Wks	Sd	T&S	War Wks	Total
Admin.	4*	-	-	1	-	-	-	-	1	-	1	5	-	8
Comm. E.	-	-	2	1	-	-	-	-	1	-	-	-	-	4
Comm. S.	-	-	1*	1	-	-	-	-	-	-	2	-	-	3
Employ.	-	1	1	-	-	-	-	-	-	-	-	-	-	2
Fire Dept.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Inform.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Int. Sec.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Medical	-	-	-	-	-	-	-	-	2*	-	1	-	-	1
Pub. Wks.	-	-	-	-	-	-	-	-	-	4*	-	1	-	1
Steward	-	-	1	-	-	-	-	-	1	-	-	-	-	2
T. & S.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
War Wks.	-	-	-	-	-	-	-	-	-	-	1	-	-	1
Total	-	1	4	3	-	-	-	-	3	-	5	6	-	22

\*Reclassifications and transfers within the division are not included in the total.



ations Received between April 12 and 17

	Males					Total Males	Females					Total Females	Grand Total
	Army	Leave Proj.	Illness	Family Reason	Unknown		Leave Project	Illness	Family Reason	Others	Unknown		
Adminis	-	4	-	-	1	5	5	-	-	-	2	7	12
Comm. E.	-	3	-	-	-	3	5	-	-	-	1	6	9
Comm. S.	1	6	-	-	1	8	10	-	1	-	-	11	19
Employ.	-	-	-	-	-	-	1	-	-	-	-	1	1
Fire	-	1	-	-	-	1	1	-	-	-	-	1	2
Housing	-	-	-	-	-	-	-	-	-	-	-	-	-
Inform.	-	2	-	-	-	2	1	-	-	-	1	2	4
Int. Sec.	-	3	-	-	-	3	1	-	-	-	-	1	4
Medical	-	7	-	-	3	10	1	1	-	-	5	7	17
Pub. Wks.	-	24	-	-	10	34	1	-	-	-	2	3	37
Steward	-	13	3	1	1	18	8	4	-	2*	3	17	35
T. & S.	-	7	-	-	11	18	1	-	-	-	1	2	20
War Wks.	-	3	-	-	-	3	-	-	-	-	-	-	3
Total	1	73	3	1	27	105	35	5	1	2	15	58	163

\*2 Steward Females terminated and assigned on same day



PUBLIC WORKS DIVISION

Nov. 19, 1942

CLASS C

Electrical Section	02
Public Works Office	03
Irrigation (Outside)	01
Irrigation (Inside)	01
Agriculture	01
Plumber	01
Maintenance	03
Sign Painters	01
Carpenter (Supervising Labor Foreman)	01
Inspector - Carpenter Construction	01
Lumber Yard Foreman	01
Carpenter Foreman - Mr. Zarubica	04
Carpenter Foreman - Mr. Beattie	03



# PUBLIC WORKS DIVISION

Nov. 19, 1942

## CLASS B

Public Works Office	36
Irrigation	23
Irrigation (Inside)	10
Agriculture	08
Plumbers	07
Truck Drivers )	
Sanitation Workers )	
Tin Can Salvagers )	
Garbage Can Washers )	
Maintenance Office ) Male	418
Administration Janitresses )	
Administration Boilermen ) Female	152
Administration Porters )	
Administration Janitors )	
Maintenance Workers )	
Electrical Section	09
Carpenters and Sign Painters	
Mr. Zarubica's Crew	65
Carpenters Mr. Beattie's Crew	38



PUBLIC WORKS DIVISION

TIMEKEEPING SECTION

Jan. 20, 1943

Matoba, Harry G.	P.W.D. Supervisor Timechecker
Watanabe, George	Sr. Clerk Office Service
Sasaki, Munosaburo	Maintenance Sr. Timechecker
	Supervisor & Foreman (Utility & Maintenance)
	Office Clerks & Typists " "
	Tool Clerk (Warehouse #16 & #19)
	Field Tool Checker
	General Office Worker (Warehouse #5)
	Lumber Bookkeeper (Warehouse #5)
	Warehouseman (Warehouse #16)
	Sanitation Men (Warehouse #19)
	Janitor (Warehouse #19)
	Storekeeper (Warehouses #16 & 19)
	Groundman (Warehouses #16 & #19)
	Truck Driver (Maintenance)
	Sanitation Swamper
	Sanitation Laborers (Warehouse Area)
	Maintenance Men (Graveyard)
	Tractor Drivers (Maintenance)
	Carpenters (Maintenance)
	Garbage Can Washers & Grease Cleaners
	Groundman (Maintenance)
Teshima, Fumie	P.W.D. Timechecker Secretary
	Timecheckers
	Landscape Garden Designer
Sakamoto, Florence Fumiko	Messenger Clerk
Nakamura, Saiji	Adm. Area Maintenance Timechecker
	Adm. Area Maintenance Workers
	Rock Haulers
Kanda, Yuriko	Electrical Section Clerk
	Electricians
Tsuji, Takako	Plumbing Section Clerk
	Plumbers & Stove Pipe Clerk
Makino, Tsunenosuke	Maintenance Timechecker
	Blocks 1 to 8 inclusive
Yamashita, Ruby Y.	Maintenance Timechecker
	Blocks 10 to 19 inclusive
Nomura, Toshihisa	Maintenance Timechecker
	Blocks 21 to 28 inclusive



PUBLIC WORKS DIVISION

TIMEKEEPING SECTION

Watanabe, Kaoru Ruth	Maintenance Timechecker Blocks 29 to 35 inclusive
Hara, Arata Tom	Maintenance Timechecker Blocks 36 to 44 inclusive
Aoyama, Sakae	Carpenter Timechecker Carpenters, sign painters, blacksmiths, and chemists
Okamoto, Kazue	Sanitary Section Clerk Sanitary Laborers Sanitary Disposal Plant Operators Water Pump Men
Mori, Roy	Lumber Piler Timechecker Lumber Pilers
Fujita, Mitsuo	Highway Section Timechecker
Heyamoto, Hiromu	Airport Section Timechecker
Hidaka, Frank	Chief of Party Rodmen & Transitmen
Iwakiri, Hiromu Jim	Irrigation Foreman Irrigation Laborers Test Hole Swampers
Toribara, Frank	Assistant Architect P.W.D. Office



*Mr. Stafford*

NO. OF WORKERS IN PUBLIC WORKS

March 18, 1943

Public Works Division  
Bureau Of Reclamation  
Public Works Division  
Timekeepers Section  
Electrical Section  
Maintenance Section (Office)  
Maintenance Section ( Administration)  
Hospital  
Maintenance (Block Area)  
Carpenters  
Lumber Yard  
Warehouse #5  
Sign Painter Section  
Irrigation  
Utilities Section  
Stove Repair Section  
Chemical  
Blacksmith Section (Transferred to Motor Operation)  
Airport Laborer  
Highway Section  
Plumber Section  
Rock Hauler & Mason

1083



PUBLIC WORKS DIVISION

Assistant Architect	2
Landscape Engineer	1
Rodman	1
Electrical Design Engineer	1
Ass't Engineering Draftman	1
Blueprint Operator--Draftman	2
Statistical Clerks	3
Chief Clerk Supervisor	1
Jr. Clerk Stenographer	5
Secretary	1

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Total	18
-------	----

BUREAU OF RECLAMATION

Draftman	1
Rodman	3
Transitman	2

---

Total	6
-------	---



PUBLIC WORKS DIVISION

Chief of Party	1
Transitman	2
Rodman	0
Sanitation Disposal	0

---

Total	3
-------	---

TIMEKEEPER SECTION

Division Timekeeper Supervisor	1
Sr. Clerk Office Service	1
Secretary	1
Messenger--Clerk	1
Sr. Timechecker (Maintenance)	1
Timecheckers	10

---

Total	15
-------	----

ELECTRICAL SECTION

Ass't Electrical Engineer	1
Sr. Electrician Foreman	1
Sr. Electricians	2
Electricians	8
Refrigeration Mechanic	1

---

Total	13
-------	----



# MAINTENANCE SECTION OFFICE

Supervisor & Foreman	1
Sr. Foreman (Bathhouse-Boiler)	1
Sr. Foreman (Maintenance)	1
Office Clerk & Typist	2
Field Tool Checker	1
Sanitation Warehouse #19	2
Groundman	2
Truck Driver	9
Sanitation Swamper	14
Sanitation Laboerer	1
Jr. Clerk	1
Maintenance Carpenters	11
Janitor	1
Sanitation Supply	1
Maintenance Carpenter (Truck Driver)	1
Sanitation Grease Disposal	6
Sanitation Ground Man	7
Tin Can Sorter	2
Garbage Checker	2

Total

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66



# HOSPITAL MAINTENANCE

Boilerman	11
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Sanitation	1
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Steam Engineer	6
----------------	---

Total	17
-------	----



	1-8	10-19	21-28	29-35	36-44	Total
Sanitation	53	36	26	32	51	199
Janitress		17	16	11	16	60
School Janitress		10	32	12		54
Utility Man	8	8	6	6	8	36
Handy Man				1		1
Boilerman	24	24	18	18	24	108
Janitor	14		10			24
Dispensary				5		
Maintenance Carpenter					1	1
Sr. Foreman		3	2	1		6
Rec. Hall					1	1
Part-time		1	1			2
Fire-tender		7	6			13
					Total	485



# MAINTENANCE-----BLOCK AREA

Sanitation	199
Janitress	60
Utility Man	36
School Janitress	54
Handy Boy	1
Boilerman	108
Janitor	24
Steam Engineer	6
Jr. Foreman	6
Rec. Hall	1
Part-time	2
Fire Tender	13
Dispensary	5

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Total	485
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# ADMINISTRATION MAINTENANCE SECTION

Boilerman	6
Janitress	17
Porters	5
Janitors	10

---

Total	38
-------	----

# SIGN PAINTERS SECTION

Sr. Foreman	1
Sign Painters	6
Sign Painters (Part-time)	2
Temporary	4

---

Total	13
-------	----

# CARPENTERS SECTION WAREHOUSE #5

Foreman	7
Saw Filer	1
Carpenters	33
Carpenters Helper	24
Chief Inspector	1
General Office Worker	1
Lumber Bookkeeper	1
Lumber Sorter	1

---

Total	69
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### IRRIGATION SECTION

Sr. Foreman	1
Truck Driver	1
Laborers	10
<hr/>	
Total	12

### UTILITIES SECTION

Sr. Foreman	1
Jr. Foreman	1
Sanitary Laborers	25
Foreman Water Pump	1
Truck Driver	1
Water Pump Man	4
Laborers (Student)	4
Clerk	2
<hr/>	
Total	37

### STOVE REPAIR SECTION

Sr. Foreman	1
Truck Driver	1
Stove Repair Men	7
Maintenance Sr. Foreman	1
<hr/>	
Total	10



# CHEMICAL SECTION

Chemical Engineer	1
Ass't Chemist	1
Chemist Helper	2
Coal Sampler	1
Chemical Laborers	3

---

Total	8
-------	---

# BLACKSMITH SECTION

Sr. Foreman	(Transferred to Motor Operation)
Blacksmith	

# HIGHWAY SECTION

Sr. Foreman	1
Jr. Foreman	1
Truck Driver	1
Tractor Driver	
Caterpillar Operator	
Road Tugger Driver	
Laborers	22
Grader Operator	1
Road Lugger Driver	1

---

Total	26
-------	----



# AIRPORT SECTION

Supervisor	1
Sr. Foreman	1
Truck Drivers	3
Laborers	47
Laborers (Partial-time)	3

---

Total	55
-------	----



# CARPENTER SECTION WAREHOUSE #20

Labor Foreman	1
Sanders	3
Truck Driver	1
Inspector Carpenter	1
Foreman	5
Saw Filer	1
Steno	1
Storekeeper	1
Carpenters	52
Rip Saw	1
Janitor	1
Shop Foreman	1

---

Total

69



WAREHOUSE STOREKEEPER SECTION #19

Store Clerk	1
Tool Clerk	1
Store Keeper	1
Head Storekeeper	1
Ass't. Storekeeper	3
Warehouseman	20

---

Total	27
-------	----

SANITARY DISPOSAL

Ass't. Sanitary Engineer	1
Sanitary Disposal Operator	13

---

Total	14
-------	----



# PLUMBING SECTION

Sr. Foreman	1
General Office Clerk	1
Plumbers	8
Truck Driver	1
Grave Diggers	1

---

Total	12
-------	----

# ROCK HAULER & MASON

Sr. Foreman	0
Rock Mason Helper	14
Truck Driver	1
Tractor Driver	1

---

Total	16
-------	----

# LUMBER YARD

Sr. Lumber Yard Foreman	0
Jr. Foreman	1
Talleyman	1
Lumber Pilers	20
Truck Driver	2
Tractor Driver	1

---

Total	25
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*N.W. Stafford*

PUBLIC WORKS DIVISION

March 27, 1943

"C" Classification

Assistant Architect		
Arai, Allen K.	17350	8-10-E
Toribara, Frank Y.	11511	38-11-E
Landscape Engineer		
Fujinaka, George	15316	34-1-A
Electrical Design Engineer		
Maeda, Milton	16253	29-12-D
Chief Clerk Supervisor		
Onoda, Fumiko	12050	19-2-D
Statistician		
Tanaka, John		
Chief of Party		
Hashiguchi, Hachiro	11283	21-3-D
Assistant Electrical Engineer		
Fujihira, Julius	10928	40-3-B
Sr. Electrical Foreman		
Nakagawa, Roy	11626	22-8-C
Division Timechecking Supervisor		
Matoba, Harry G.	16170	37-7-B
Senior Clerk Office Service		
Watanabe, George T.	17708	21-8-D
Sr. Foreman - Carpenters		
Aihara, Tadashi	17788	3-12-E
Hamamoto, Tanekichi	17513	7-7-B
Ishimitsu, Kichisaburo	10948	38-3-E
Kikoshima, Zenshiro	10702	41-6-C
Kuramoto, Tetsuo	10780	36-8-B
Murakami, Toshiji	17727	1-6-B
Nishimura, Unokichi	11718	17-10-A
Omura, Kiyotaka	11087	28-9-C
Shimizu, Tomijiro	17594	13-10-D
Shiota, Morizo Dan	11497	22-9-E
Tamai, Kiyoshige	16858	2-5-D
Toyoji, Toshio	11240	26-5-A
Yoshimoto, Toraichi	17502	6-9-C
Labor Foreman		
Akiyoshi, Yutaka	26856	3-5-E



P -2-  
PUBLIC WORKS DIVISION  
Continued

March 27, 1943

"C" Classification

Inspector Carpenter Construction Abe, George Shigeo	43013	15-3-F
Chief Inspector Warehouse #20 Yasaki, Tatsunobu	17468	5-8-B
Sr. Foreman - Sign Painters Hagiya, Hisashi	43140	5-9-A
Sr. Foreman - Lumber Pilers Mayeda, Jack S.	15083	34-10 D
Sr. Foreman - Lumber Yard Matsuda, Sakaye	10765	40-2-D
Warehouse #5 Lumber Pilers - Sr. Foreman Nozaki, Yoshizo	11744	
Sr. Foreman - Plumbers Kiyono, Yasukichi	11871	16-6-A
Sr. Foreman - Maintenance Niguma, George	16023	39-7-D
Sr. Foreman - Stove Repair Saoka, Jack	17295	19-9-A
Warehouse #19 - Storekeeper Hirayama, Arthur Yoshiro	16116	37-6-E
Warehouse #19 - Warehousemen Sr. Foreman Kasai, Yukio	12149	15-5-E
Highway Sr. Foreman Morita, Chiyeto	15101	32-10-F
Airport Supervisor Furukawa, Ryokichi	15449	29-6-B
Airport Sr. Foreman Shigeno, Yoshio	15618	29-10-D
Sr. Foreman - Sanitary Section Kiuchi, John	11518	42-7-B
Water Pump Sr. Foreman Ota, Taneichi	10932	40-5-C
Irrigation Sr. Foreman Uno, Jack Toshiichi	12177	6-6-D
Assistant Sanitary Engineer Hidaka, Frank	17481	7-4-A



P -5-  
PUBLIC WORKS DIVISION  
Continued

March 27, 1943

"C" Classification

Chemical Engineer Nishimura, Masao	11204	28-8-E
Chemist Kiyomizu, Shozo	10375	40-12-A
Sanitation Supervisor Tai, Minoru	11657	2-10-D
Sr. Foreman (Bathhouse) Hara, Kamenoshin	11377	22-7-B
Sr. Foreman (Utility) Watanabe, Tom E.	17597	19-1-B
Sr. Foreman (Steam Engineers) Nawa, Sangoro	16656	5-1-Dorm.
Sr. Foreman (Sanitation Laborers)		
Hashida, Paul B.	11793	14-3-A
Hokari, John Y.	11068	19-8-D
Hori, Shozo	17545	13-8-D
Ichikawa, Nusaburo	10890	38-8-D
Jitodai, Ihei	11432	
Kayahara, Masayoshi	15248	32-5-F
Sawaji, Ryohei	11758	1-2-E
Tamiyasu, Hirao	16188	37-9-D
Tanabe, George J oichi	17746	6-8-F
Yatagai, Makoto	11273	



*Gm. Stafford Apr-1st. 43*

NO. OF WORKERS IN PUBLIC WORKS DIVISION

20

	<u>No. Workers</u>
Public Works Division	25
Bureau of Reclamation	7
Public Works Division	3
Timekeeping Section	17
Electrical Section	13
Maintenance Section (Office)	65
Hospital	18
Maintenance Section (Administration)	40
Maintenance Section (Block Area)	457
Carpenters Warehouse #20	69
Lumber Yard	25
Carpenters Warehouse #5	65
Sign Painter Section	11
Irrigation	11
Utilities Section	40
Stove Repair Section	11
Chemical	9
Airport Laborer	53
Highway Section	26
Plumber Section	10
Rock Hauler & Mason	14
Warehouse #19	21
Sanitary Disposal	<u>13</u>
Total	1,082

*B*



PUBLIC WORKS DIVISION

	<u>No. Workers</u>
Assistant Architect	2
Landscape Engineer	1
Rodman	1
Electrical Design Engineer	1
Ass't Engineering Draftman	1
Blueprint Operator--Draftman	1
Statistical Clerks	1
Chief Clerk Supervisor	1
Jr. Clerk Stenographer	5
Secretary	1
Draftsman	4
Statistitian	0
Under Mr. Sheehan	<u>1</u>
Total	20

BUREAU OF RECLAMATION

Draftsman	1
Rodman	4
Transitman	<u>2</u>
Total	7



PUBLIC WORKS DIVISION

	<u>No. Workers</u>
Chief of Party	1
Transitman	0
Rodman	2
Sanitation Disposal	<u>0</u>
Total	3

TIMEKEEPER SECTION

Division Timekeepr Supervisor	1
Sr. Clerk Office Service	1
Secretary	1
Messenger--Clerk	1
Sr. Timechecker (Maintenance)	1
Timecheckers	<u>12</u>
Total	17

ELECTRICAL SECTION

Ass't Electrical Engineer	1
Sr. Electricians	2
Sr. Electrician Foreman	1
Electricians	8
Refrigeration Mechanic	<u>1</u>
Total	13



MAINTENANCE SECTION OFFICE

	<u>No. Workers</u>
Supervisor & Foreman	1
Sr. Foreman (Bathhouse--Boiler)	1
Sr. Foreman (Maintenance)	1
Office Clerk & Typist	2
Field Tool Checker	1
Sanitation Warehouse #19	1
Groundman	9
Truck Driver	10
Sanitation Swamper	12
Sanitation Laborer	5
Jr. Clerk	1
Maintenance Carpenters	10
Janitor	2
Sanitation Grease Disposal	6
Tin Can Sorter	2
Garbage Checker	0
Supply Clerk	<u>1</u>
Total	68



HOSPITAL MAINTENANCE

	<u>No. Workers</u>
Boilerman	11
Sanitation	1
Steam Engineer	<u>6</u>
Total	18



MAINTENANCE----BLOCK AREA

	<u>No. Workers</u>
Sanitation	182
Janitress	81
Utility Man	35
School Janitress	53
Handy Boy	1
Boilerman	108
Janitor	10
Jr. Foreman	11
Ref. Hall	3
Part-time	3
Fire Tender	7
Dispensary	4
Maintenance Carpenter	<u>1</u>
Total	509



CARPENTER SECTION WAREHOUSE #20

	<u>No. Workers</u>
Labor Foreman	1
Sanders	2
Truck Driver	2
Inspector Carpenter	1
Foreman	5
Saw Filer	1
Stenographer	1
Storekeeper	1
Carpenters	38
Rip Saw	1
Janitor	1
Shop Foreman	<u>0</u>
Total	54



IRRIGATION SECTION

	<u>No. Workers</u>
Jr. Foreman	1
Truck Driver	0
Laborers	8
Clerk	<u>1</u>
Total	10

UTILITIES SECTION

Sr. Foreman	1
Jr. Foreman	1
Sanitary Laborers	10
Foreman Water Pump	1
Truck Driver	2
Water Pump Man	8
Laborers (Student)	4
Clerk	1
Bacteriologist	<u>0</u>
Total	28

STOVE REPAIR SECTION

Sr. Foreman	1
Truck Driver	1
Stove Repair Men	6
Maintenance Sr. Foreman	<u>1</u>
Total	



CHEMICAL SECTION

	<u>No. of Workers</u>
Chemical Engineer	1
Ass't. Chemist	1
Chemical Laborers	<u>1</u>
Total	3

HIGHWAY SECTION

Sr. Foreman	1
Jr. Foreman	1
Truck Driver	1
Road Tugger Driver	1
Highway Laborers	17
Grader Operators	<u>2</u>
Total	23



ADMINISTRATION MAINTENANCE SECTION

	<u>No. of Workers</u>
Boilermen	6
Janitresses	19
Janitors	<u>10</u>
Total	35

SIGN PAINTERS' SECTION

	<u>No. of Workers</u>
Sr. Foreman	2
Sign Painters	8
Sign Painters (Part-time)	2
Temporary	<u>6</u>
Total	18

CARPENTERS' SECTION WAREHOUSE #5

Sr. Foreman	7
Saw Filer	1
Carpenters	29
Carpenter's Helpers	17
Chief Inspector	1
General Office Worker	1
Lumber Bookkeeper	1
Lumber Sorter	<u>1</u>
Total	58



AIRPORT SECTION

	<u>No. Workers</u>
Supervisor	1
Sr. Foreman	1
Truck Drivers	3
Laborers	33
Laborers (Partial-time)	<u>2</u>
Total	40



PLUMBING SECTION

	<u>No. Workers</u>
Sr. Foreman	11
General Office Clerk	1
Plumbers	7
Truck Drivers	1
Grave Diggers	<u>0</u>
Total	11

ROCK HAULER & MASON

Sr. Foreman	0
Rock Mason Helper	9
Truck Driver	0
Tractor Driver	<u>0</u>
Total	9

LUMBER YARD

Sr. Foreman	3
Lumber Pilers	19
Truck Drivers	2
Tractor Driver	<u>1</u>
Total	25



WAREHOUSE STOREKEEPER SECTION #19

	<u>No. Workers</u>
Clerk	1
Store Clerk	2
Tool Clerk	1
Storekeepers	3
Head Storekeeper	1
Ass't Storekeeper	1
Warehousemen	<u>10</u>
Total	19

SANITARY DISPOSAL

Ass't Sanitary Engineer	0
Sanitary Disposal Operator	<u>7</u>
Total	7



	1-8	10-19	21-28	29-35	36-44	Total
Sanitation	44	40	25	34	39	182
Janitress	14	17	17	17	16	81
School Janitress		9	34	10		53
Utilityman	7	8	6	6	8	35
Handy Man				1		1
Boilerman	24	23	18	19	23	118
Janitor		1	9			10
Dispensary				4		4
Maintenance Carpenter					1	1
Sr. Foreman	3	3	2	1	2	11
Rec. Hall			2		1	3
Part Time		1	1	1		3
Night Fire Tender					7	7



(15)

JUL

Adm. Mgt.

Adm.  
Mgmt.

WAR RELOCATION AUTHORITY

Minidoka Project

1ST QUARTER APPROVED POSITIONS

OFFICE OF THE PROJECT DIRECTOR

B

POSITION TITLE (1)	GRADE (2)	NUMBER OF POSITIONS		
		AUTH. (3)	REQ. (4)	APPR. (5)
Project Director	CAF-14	1	1	1
Secretary	CAF-5	1	1	1
SUB-TOTAL		2	2	2
<u>Legal Division</u>				
Attorney	P-5	1	1	1
Clerk-Stenographer	CAF-4	1	1	1
SUB-TOTAL		2	2	2
<u>Reports Division</u>				
Reports Officer	CAF-11	1	1	1
Clerk-Stenographer	CAF-4	1	1	1
SUB-TOTAL		2	2	2
<u>Relocation Division</u>				
Relocation Program Officer	CAF-12	1	1	1
Asst. Relocation Program Off.	CAF-11	1	1	1
Relocation Adviser	CAF-9	2	2	2
Asst. Relocation Adviser	CAF-7	8	10	8°
Leave Officer	CAF-7	1	1	1
Clerk-Stenographer	CAF-4	1	1	1
Clerk-Stenographer	CAF-3	1	6°	1°°
SUB-TOTAL		15	22	22

In accordance with the recommendation of the Relocation Division it is felt that eight such positions are sufficient to handle the workload.

Please refer to our covering letter regarding the establishment of a pool of clerical positions.



WAR RELOCATION AUTHORITY

Minidoka Project

1ST QUARTER APPROVED POSITIONS

OFFICE OF THE PROJECT DIRECTOR

POSITION TITLE	GRADE	NUMBER OF POSITIONS		
		AUTH.	REQ.	APPR.
(1)	(2)	(3)	(4)	(5)
<u>Evacuee Property Section</u>				
Evacuee Property Officer	CAF-11	1	1	1
Transportation Officer	CAF-11	0	1°	1°
Asst. Evacuee Prop. Officer	CAF-9	1	1	1
Sr. Asst. Evacuee Prop. Officer	CAF-7	0	1°	0°°
Evacuee Property Clerk	CAF-5	1	1°	2°°
Clerk-Stenographer	CAF-4	1	2	1°°°
Clerk-Stenographer	CAF-3	0	4°	0°°°
SUB-TOTAL		4	11	5

DIVISION TOTAL

25

39

Deduction: Subsistence & Quarters

Net Allotment Requested

Since this position is filled by detail it will not be shown on the, authorized chart or counted in the total number of authorized positions. The money and position will be counted in the Agriculture Section.

A second position of Evacuee Property Clerk, CAF-5, has been authorized in lieu of your request for the CAF-7 position because it is felt that the CAF-7 grade is not justified to supervise one Evacuee Property Clerk.

Please refer to our covering letter concerning the establishment of a pool of clerical positions.



Third Quarter Evacuee Personnel Allotment - 1943-1944

Division and Sections	Requested "C"	Allowed "C"	Requested "B"	Allowed "B"	Total Requested	Total allowed
Project Mgt. and Office	18	17	1	2	19	19
Reports and Press. Div.	4	4	21	22	25	26
Relocation Division	7	6	23	18	30	24
Legal Division	2	2	3	3	5	5
Community Mgt. Div.						
Office of Ass't. Direc.	1	1				1
Internal Security	14	14	33	33	47	47
Health Section	40	33	199	194	<del>239</del> 250	227
* Education Section	5	13	84	115	89	128
Welfare Section	9	7	35	32	44	39
Community Analysis	5	5	2	2	7	7
Comm. Activities	18	14	22	12	40	26
Comm. Gov't.	2	2	1	1	3	3
Business Enterprise			1	1	1	1
Administration Mgt. Div.						
Office of Ass't. Direc.	1	1			1	1
Finance Section	9	21	96	102	105	123
Office Service Sec.	1	0	9	22	10	22
Statistics	3	2	19	19	22	21
Personnel Mgt. Sec.	8	2	16	21	24	23
Evacuee Property	1	1	5	5	6	6
Supply Section	254	181	1051	1022	1305	1203
Operation Division						
Office of Ass't. Direc.	1	1			1	1
Fire Protection	16	10	41	49	57	57
Industry Section	6	6	34	32	40	38
Agriculture	19	19	188	188	207	207
Engineering	36	45	603	508	639	553
Motor Trans. & Maint.	19	19	271	261	290	280
Total	499	426	2758	2664	3256	3088
Percent to estimated total	15%	10%	85%	96%	100.0	

\*Additions:

Adult Education

Apprentice & Trainees

High School Vocational

OSYA Classes

100 (A)

221 (A)

24 (B)



*W. Ito*

July 1, 1944

MINIDOKA RELOCATION CENTER

NUMBER OF WORKERS

		RATING C	RATING B	RATING A
40-1000	<u>GENERAL MANAGEMENT</u>	28	21	
40-2000	<u>ADMINISTRATIVE MANAGEMENT</u>	11	49	
40-2500	<u>SUPPLY SECTION</u>			
	PROCUREMENT	3	5	
	POST OFFICE	7	18	
	PERMIT	1	1	
40-2600	MESS	235	941	
40-2700	FINANCE	25	174	
40-2800	EVACUEE PROPERTY	2	5	
40-3000	<u>OPERATION</u>			
40-3200	ENGINEERING SECTION	48	438	
40-3300	AGRICULTURE SECTION	23	305	
40-3400	INDUSTRY SECTION	3	11	
40-3500	MOTOR TRANSPORT	23	157	
40-3600	FIRE PROTECTION	14	30	
40-4000	COMMUNITY MANAGEMENT SECTION			
40-4000	COMMUNITY GOVERNMENT	2	2	
40-4310	ADMINISTRATION			
	EDUCATION SUPT. OFFICE	NONE	1	
40-4320	SUPERVISION-INSTRUCTION TEACHERS	14	80	52
40-4000	HEALTH	38	210	
40-4500	WELFARE	8	31	
40-4600	INTERNAL SECURITY	13	33	
40-4700	COMMUNITY ACTIVITIES	14	18	



		RATING C	RATING B	RATING A
40-4750	COMMUNITY ANALYSIS	2	2	
40-5000	RELOCATION	7	12	
		<hr/>	<hr/>	<hr/>
		521	2548	52

GRAND TOTAL 3069

A - RATING 52



	GENERAL MANAGEMENT	COST ACCT. NO	RATING C	RATING B
40-1000				
	OFFICE OF THE PROJECT DIRECTOR	1100	1	
	LEGAL DIVISION	1200	4	2
	REPORT DIVISION	1300	1	5
	IRRIGATOR	1300	4	14
	BLOCK MANAGER	1450	18	
40-2000	ADMINISTRATIVE MANAGEMENT		28	21
	OFFICE OF ASST. DIRECTOR	2100	1	
	MAILS AND FILES	2200	1	13
	SWITCHBOARD	2200	1	6
	PERSONNEL MR. MINNESANG	2300		4
	PERSONNEL PLACEMENT	2300	2	8
	STATISTICS	2400	2	18
	GATE CHECKER	2400	4	
40-2500	SUPPLY SECTION		11	49
	PROCUREMENT	2520	3	5
	POST OFFICE	2530	7	18
	PERMIT	2400	1	1
40-2600			11	24
	MESS	2600-1	5	23
		2	6	22
		3	4	22
		4	6	20
		5	7	22
		6	6	22
		7	6	22
		8	6	24
		10	6	12



COST ACCT. NO	RATING C	RATING B
12	5	23
13	6	25
14	7	22
15	5	23
16	6	23
17	6	23
19	6	23
21	6	23
22	6	17
24	6	23
26	7	21
28	4	22
29	6	25
30	5	25
31	7	26
32	5	24
34	6	24
35	6	26
36	5	25
37	7	23
38	6	22
39	6	25
40	6	23
41	6	25
42	7	21
44	5	23
45	6	21
46	6	26



	COST ACCT. NO	RATING C	RATING B
	2610	9	14
ADMINISTRATIVE MESS	2630	3	22
	2650	6	59
		<u>235</u>	<u>941</u>
40-2700 FINANCE SECTION			
BUDGET FINANCE	2720	4	12
COST ACCOUNTING	2730	11	35
GATE CHECKER	2730	2	
PROPERTY CONTROL	2740	8	71
PROPERTY CONTROL (MOTOR POOL)	2740		46
OFFICE	2740		10
		<u>25</u>	<u>174</u>
40-2800 EVACUEE PROPERTY	2800	2	5
40-3000 OPERATION DIVISION		<u>2</u>	<u>5</u>
40-3200 ENGINEERING SECTION			
MAIN OFFICE	3210	3	8
MAINTENANCE OFFICE	3210	2	1
SIGN PAINTER	3210-1	2	2
BLOCK IRRIGATION	3230-1	1	9
CANAL CONSTRUCTION	3230-2	1	28
HIGHWAY	3230-3	4	31
ELECTRICIAN	3240	5	13
CARPENTERS	3240	13	68
MAINTENANCE CARPENTER	3242	2	27
PLUMBERS	3242	2	6
HEATING & REPAIR	3242	2	9
GROUND MAINTENANCE	3243	2	16
SANITARY WATER	3244	3	21
SEWAGE DISPOSAL	3244-2	1	8
PUMP HOUSE	3244-3		12
AD. JANITOR-JANITRESS & BOILERMAN	3244-4-A-B	2	18



		COST ACCT. NO	RATING C	RATING B
	JANITOR BLOCK			
	SANITATION & BOILERMAN	3244-D		147
	HOSPITAL BOILERMAN	4441	2	12
	BUREAU OF RECLAMATION	P-581-M-1	1	2
40-3300	AGRICULTURE SECTION		48	438
	UNDER MR. DIVISON	3300	1	
	AGRICULTURE OFFICE	3310	1	2
	FARM	3320	12	221
	HEAVY EQUIPMENT TRACTOR DRIVER	3320	5	
40-3330	LIVESTOCK			
	HOG FARM	3331-48	2	33
	POULTRY	3332	2	49
40-3400	INDUSTRY SECTION		23	305
	TOFU PLANT	3400-1101	2	7
	SEWING	3400-120	1	4
40-35000	MOTOR TRANSPORT AND MAINTENANCE SECTION		3	11
		1450	2	30
	MOTOR POOL	3520	9	103
	GARAGE	3530	12	24
40-3600	FIRE PROTECTION	3600	14	30
40-4000	COMMUNITY MANAGEMENT DIVISION		14	20
	COMMUNITY GOVERNMENT	4150	2	2
40-4310	ADMINISTRATION		2	✓
	EDUCATION SUPT. OFFICE	4311		1
40-4320	SUPERVISION-INSTRUCTION-TEACHERS			1
	SUPPLIES, ETC.			
	EDUCATION SEC. STAFF	4320		7
	EDUCATION ELEMENTARY			
	HUNT, STAFFORD	4322	3	10



		COST ACCT. NO	RATING C	RATING B	RATING A
	EDUCATION NURSERY	4321	<sup>3</sup> 1	<sup>17</sup> 20	
	HIGH SCHOOL TEACHER	4323	2	6	
	TEACHER	4325	3	2	
	SECRETARIAL STAFF	4325	2		
	VOCATIONAL TRAINING MECHANIC	4325			26
	VOCATIONAL TRAINING CARPENTER	4325			13
	VOCATIONAL TRAINING ELECTRICIAN	4325			5
	TRUCK FARM	4325			4
	POULTRY	4325			4
	LIBRARY	4326		11	
	EDUCATION JANITOR	4340	3	24	
40-4400	HEALTH SECTION ✓		<u>14</u>	<u>80</u>	<u>52</u>
40-4410	ADMINISTRATIVE				
		4411	2	8	
		4421	15	37	
40-4430	HOUSEHOLD				
		4431	1	18	
		4432		20	
40-4440	PROPERTY				
		4443		5	
	MOTOR AMBLANCE	4450		6	
40-4460	HOSPITAL SERVICES				
	OBSTETRICAL (INCLUDING DELIVERY)				
	ROOM AND NURSERY	4461		12	
	PEDIATRIC	4462		12	
	MEDICAL- CENTRAL	4463		22	
	MEDICAL- CHRONIC INFIRM	4464		2	
			<u>18</u>		



		COST ACCT. NO	RATING C	RATING B
	SURGICAL	4465		18
	ISOLATION	4466		8
	PHYSICIANS	4469.1	3	None
	NURSES	4469.2	1	None
40-4470	NONE HOSPITAL SERVICE			
	OUT-PATIENT CLINICS	4471	None	15
	DENTAL	4471.2	8	9
	EYE	4471.3	None	None
40-4472	VISITING SERVICE			
	SANITARIAN	4472.4	None	4
40-4480	OPERATIONAL SERVICES			
	X RAY	4481	1	1
	LABORATORIES (EXCEPT DENTAL)	4482	None	6
	SURGERY UNIT	4483	None	5
	PHARMACY	4484	6	None
	RECORDS AND LIBRARY	4486	<u>1</u>	<u>2</u>
40-4500	WELFARE SECTION		<u>38</u>	<u>210</u>
	COUNSELOR	4510	2	7
	CLOTHING ALLOWANCE	4520	2	12
	RATION BOARD	4570	1	3
	HOUSING	4580	<u>3</u>	<u>9</u>
40-4600	INTERNAL SECURITY	4600	<u>13</u>	<u>33</u>
40-4700	COMMUNITY ACTIVITIES			
	SECTION OVERHEAD	4710	4	3
	RECREATION	4720	<u>10</u>	<u>15</u>
40-4750	COMMUNITY ANALYSIS	4750	<u>2</u>	<u>2</u>
40-4900	BUSINESS ENTERPRISES	4900	None	None



COST ACCT. NO	RATING C	RATING B
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40-5000

RELOCATION DIVISION

OFFICE (UNDER MR. BEFSON)

5000

OUTSIDE EMPLOYMENT

5500

7

21

LEAVE SECTION

5500



February 26, 1945

<u>ACTIVITY</u>	<u>RATING</u> C	<u>RATING</u> D	<u>RATING</u> A
<u>PROJECT MANAGEMENT</u>			
OFFICE OF PROJECT DIRECTOR		1	
LEGAL DIVISION	4	1	
REPORT DIVISION	8	18	
RELOCATION DIVISION	8	15	
	20	35	
<u>ADMINISTRATIVE MANAGEMENT</u>			
OFFICE OF ASS'T. PROJECT DIR.	None	None	
FINANCE	19	23	
SUPPLY	33	74½	
MESS OPERATION	236	952	
PERSONNEL MANAGEMENT	4	8½	
STATISTICS	5	16½	
EVACUEE PROPERTY	1	5	
MAILS & FILES	1	9	
GATE CHECKER	7	None	
	306	1088½	
<u>OPERATION DIVISION</u>			
OFFICE OF ASS'T. PROJECT DIR.	None	None	
FIRE PROTECTION	14	40	
INDUSTRY	1	5	
AGRICULTURE	18	167	
ENGINEERING	42	399	
MOTOR TRANSPORT	22	141	
	97	752	
<u>COMMUNITY MANAGEMENT</u>			
OFFICE OF ASS'T. PROJECT DIR.	None	None	
HEALTH	29	188	
EDUCATION	17	89	30
INTERNAL SECURITY	14	34	
COMMUNITY ACTIVITIES	2	10	
COMMUNITY GOVERNMENT	2	3	
COMMUNITY ANALYSIS	2	2	
HOUSING	3	7	
COUNSELOR'S OFFICE	2½	13	
CLOTHING OFFICE	2	7	
	73½	353	30

496½ 2228½

TOTAL

2725



February 26, 1945

MINIDOKA RELOCATION CENTER  
NUMBER OF WORKERS

	<u>RATING</u> C	<u>RATING</u> B	<u>RATING</u> A	<u>TOTAL</u>
GENERAL MANAGEMENT	12	20		32
ADMINISTRATIVE MANAGEMENT	17	34		51
SUPPLY SECTION	33	74½		107½
MESS OPERATION	236	952		1188
FINANCE SECTION	19	23		42
EVACUEE PROPERTY	1	5		6
ENGINEERING SECTION	42	399		441
AGRICULTURE SECTION	19	172		191
MOTOR TRANSPORT	22	141		163
FIRE PROTECTION	14	40		54
COMMUNITY MANAGEMENT	19	92	30	111
HEALTH	29	188		217
WELFARE SECTION	7½	27		34½
INTERNAL SECURITY	14	34		48
COMMUNITY ACTIVITIES	2	10		12
COMMUNITY ANALYSIS	2	2		4
RELOCATION DIVISION	8	15		23
	<u>496½</u>	<u>2228½</u>	<u>30</u>	<u>2725</u>



February 26, 1945

	<u>COST</u> <u>ACC'T. NO.</u>	<u>RATING</u> <u>C</u>	<u>RATING</u> <u>B</u>
<u>GENERAL MANAGEMENT</u>			
Office of the Project Director	1100	None	1
Legal Division	1200	4	1
Report Division	1300	3	6
Irrigator	1300	5	12
		<u>12</u>	<u>20</u>
<u>ADMINISTRATIVE MANAGEMENT</u>			
Office of Ass't. Director	None	None	None
Mails & Files	2200	1	9
Personnel--Mrs. Anderson	2200	1	3
Personnel--Mr. Minnesang	2200	1	
Placement--Mr. William	2200	2	5 <sup>1</sup> / <sub>2</sub>
Statistics	2200	5	16 <sup>1</sup> / <sub>2</sub>
Gate Checker	2200	7	None
		<u>17</u>	<u>34</u>
<u>SUPPLY SECTION</u>			
Ration Board	2200	1	3
Procurement	2200	3	3
Post Office	2200	9	10 <sup>1</sup> / <sub>2</sub>
Permit	2200	1	1 <sup>1</sup> / <sub>2</sub>
Property	2200	19	57
		<u>33</u>	<u>74<sup>1</sup>/<sub>2</sub></u>
<u>MESS SECTION</u>			
	2110-1	6	21
	2	5	25
	3	6	23
	4	6	23
	5	7	23
	6	6	22
	7	4	22
	8	6	25
	10	6	17
	12	6	22
	13	6	22
	14	5	23
	15	5	22
	16	6	24
	17	5	22
	19	5	22
	21	6	21
	22	4	17
	24	6	22
	26	6	23
	28	5	22



COST      RATING      RATING  
ACC'T. NO.      C      B

	2110-29	6	25
	30	5	23
	31	6	24
	32	6	22
	34	6	22
	35	6	23
	36	5	26
	37	6	23
	38	5	25
	39	6	24
	40	6	23
	41	6	24
	42	6	23
	44	6	23
	45	6	23
	46	6	23
Steward Office	2110	10	18
Staff Mess	2110	6	21
Warehouseman	2110	7	61
Tofu Plant	2110	3	16
		<hr/>	<hr/>
		236	952

FINANCE SECTION

Disbursement	2200	4	9 $\frac{1}{2}$
Budget & Finance	2200	3	None
Cost & Accounting	2200	12	13 $\frac{1}{2}$
		<hr/>	<hr/>
		19	23

EVACUEE PROPERTY SECTION

Evacuee Property	2200	1	5
		<hr/>	<hr/>
		1	5

OPERATION DIVISION

ENGINEERING SECTION

Main Office	3100	2	8
Maintenance	3210	2	1
Sign Painter	3210	2	2
Canal Construction	3220-3230	1	11
Highway	3220-3230	2	6
Electrician	3220-3230	4	9
Carpenter-Maint. Carpenter	3220-3230	5	34
Plumber	3230-3220	2	11
Heating & Repair	3220-3230	3	15
Ground Maintenance	3250	2	8
Sanitary Water	3250-3260	4	44
Sewage Disposal	3250	1	9



	<u>COST</u> <u>ACC'T. NO.</u>	<u>RATING</u> <u>C</u>	<u>RATING</u> <u>B</u>
Pump House	3250	1	12
Ad Janitors, Janitresses	3260	1	23
Block Janitor	3260		147
Hospital Boilerman	3260	2	13
Heavy Power Equipment		7	
Block Clerk	1100	1	35
Land Subjugation	3220	1	10
Sewing	3260		1
		<hr/>	<hr/>
		42	399

#### AGRICULTURE SECTION

Agriculture Office	3310	1	2
Farm	3320	12	79
Livestock	3330	1	5
Hog Farm	3330	1	25
Poultry	3360	3	56
Food Preservation		1	5
		<hr/>	<hr/>
		19	172

#### MOTOR TRANSPORT

Motor Pool	3240	4	77
Office	3410	1	32
Garbage Crew	3260	2	41
Project Management	1500		1
Maintenance	3240		1
Dispatcher	3420	2	
		<hr/>	<hr/>
		22	141

#### FIRE DEPARTMENT

3500	14	40
	<hr/>	<hr/>
	14	40



Cost  
Acc't. No.      Rating  
                         C      Rating      Rating  
   B      A

COMMUNITY MANAGEMENT

Community Government	4400	2	3	
Administration Education Sup't. Office	4110			
Education Sec. Staff	4110	1	4	
Education, Elementary Hunt, Stafford	4120	3	6	
Nursery	4120	1	19	
Adult Education	4120	1	11	
High School Teacher	4120	4	7	
Teacher	4120	3	3	
Secretarial Staff	4120			
Vocational Training	4120			
Mechanic	4120			
Carpenter	4120			20
Electrician	4120			10
Truck Farm	4120			
Clerk Steno	4120			
Library	4120		1	
Education Janitor	4120	1	11	
		3	27	
		19	92	30

HEALTH SECTION

Mess	2200	13	37	
Administration (Property Control)	2200	2	3	
Administration	4210	2	12	
In-Patient Service	4220	4	58	
Out-Patient Clinic And Visiting Service	4230	4	23	
X-Ray and Laboratories	4240	1	6	
Pharmacy	4250	2	2	
Laundry	4260	1	18	
Operation (Eng.) Janitor & Janitress	3260		21	
Project Management	1500		8	
		29	188	



	<u>COST</u> <u>ACC'T. NO.</u>	<u>RATING</u> <u>C</u>	<u>RATING</u> <u>B</u>
<u>WELFARE SECTION</u>			
Counselor	4310	2½	13
Clothing Allowance	4320	2	7
Housing	4350	3	7
		<u>7½</u>	<u>27</u>
<u>INTERNAL SECURITY</u>			
Internal Security	4400	<u>14</u>	<u>34</u>
<u>COMMUNITY ACTIVITIES</u>			
Community Activities	4400	<u>2</u>	<u>10</u>
<u>RELOCATION DIVISION</u>			
Office--Mr. Smith			
Outside Employment	1400	8	15
Leave Section		<u>8</u>	<u>15</u>