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WAR RELOCATION AUTHORITY

POLICY CONFERENCE

August 13 to 20, 1942

Whitcomb Hotel

San Francisco, California

The purpose of this conference is to reach agreements on the part of project, regional and Washington staffs on major policies and to give effect to such agreements by decisive administrative action on the part of appropriate officials.

The conference will consist of two parts. During the first or preliminary session representatives of projects in the Pacific Coast region together with regional staff members will propose various policies for discussion, will develop an inventory of significant considerations respecting each, and otherwise prepare for the second portion of the conference.

During the second and principal part, members of the Washington staff, together with representatives of the North Central and Delta Regions will be present. Major policy questions will be discussed; proposals will be analyzed and decisions will be reached.

General Conference Chairman: Harvey M. Coverley, Room 338

PRELIMINARY SESSION

Place: California Room, Mezzanine Floor

Thursday, August 13.

Chairman - Harvey M. Coverley, Assistant Regional Director

9:00 - 9:30 A.M. - Explanation of the conference objectives
and procedures.
E. R. Fryer, Regional Director

9:30 - 10:00 A.M. - Assignment of Committees.

10:00 - 12:00 - Committee Deliberations.

Furlough Committee - Room 344

Chairman - Roy Nash
Edwin Ferguson
Robert Petrie
Philip Webster

Education Committee - Room 342

Chairman - Elmer Shirrell
Robert Gibson
Mrs. L. W. Adams
H. L. Stafford

Procurement Committee - Room 335

Chairman - Wade Head
Duncan Mills
Hall Stenz
Col. L. W. Foy

12:00 - 1:30 Lunch

1:30 - 4:30 Committee Deliberations.

Furlough Committee - Room 344

Chairman - Roy Nash
Edwin Ferguson
Robert Petrie
Philip Webster

Relief Committee - Room 342

Chairman - E. R. Smith
L. W. Adams
Duncan Mills
Sol Kimball

Colorado River Project Relationships - Room 320

Chairman - E. R. Fryer
Wade Head
C. H. Powers
John Clear
John Province

Health Committee - Room 340

Chairman - Dr. Thompson
Joy Stuart
Robert Gibson
Elmer Shirrell

Friday, August 14.

9:00 - 12:00 Committee Deliberations.

Employment and Compensation Committee - Room 320

Chairman - E. R. Fryer
Robert Cozzens
Davis McEntire
Elmer Shirrell
E. L. Stancliff

Consumer Enterprises Committee - Room 339

Chairman - E. R. Smith
Lawrence J. Collins
Edwin Ferguson
Roy Nash

Committee on Religion - Room 338

Chairman - George Dean
Harvey M. Coverley
Wade Head
Philip Webster

12:00 - 1:30 Lunch

1:30 - 4:30 Committee Deliberations.

Employment and Compensation Committee - Room 320

Chairman - E. R. Fryer
Davis McEntire
Robert Cozzens
Elmer Shirrell
E. L. Stancliff

Segregation Committee - Room 338

Chairman - H. L. Stafford
Sol Kimball
Robert Petrie
Harvey M. Coverley
Roy Nash

Food Committee - California Conference Room

Chairman - Colonel L. W. Foy
Joy Stuart
Captain Clevenger
Wade Head

Fiscal and Personnel Problems - Room 335

Chairman - Duncan Mills
Vaughn Ferguson
A. J. Petrie

Saturday, August 15.

9:00 - 12:00 Committee Deliberations

Internal Government Committee - Room 339

Chairman - Elmer Shirrell
Edwin Ferguson
Dr. Charles Kneier
Sol Kimball
John Provinse

Producer Enterprise Committee - California Conference Room

Chairman - E. R. Smith
Roy Nash
C. E. Zimmer
E. L. Stancliff
H. L. Stafford

Internal Security Committee - Room 344

Chairman - Robert Cozzens
Vaughn Ferguson
Wade Head
Robert Petrie
Captain M. H. Astrup

12:00 - 1:30 Lunch

1:30 - 4:30 Committee Deliberations.

Internal Government Committee - Room 339

Chairman - Elmer Shirrell
Edwin Ferguson
Dr. Kneier
Sol Kimball
John Provinse

Publicity and Information Committee - California Conference Room

Chairman - Roy Nash
George Dean
Edwin Bates
Philip Webster

Employees Mess and Lodging Committee - Room 335

Chairman - Wade Head
Major V. E. Maston
Duncan Mills
Captain Clevenger

MAIN SESSION

Place: California Room, Mezzanine Floor

Monday, August 17.

Chairman - E. R. Fryer

- 9:30 - 10:00 Purposes and objectives of the conference.
Dillon Myer
- 10:00 - 10:30 Explanation of program and how conference
will work.
E. R. Fryer
- 10:30 - 11:00 Assignment of Committees.
- 11:00 - 12:30 Committee Deliberations.

Furlough Committee - Room 344

Chairman - Thomas Holland
E. B. Whitaker
Edwin Ferguson
Robert A. Petrie

Segregation Committee - Room 338

Chairman - John Provinse
~~Sol Kimball~~
Harvey M. Coverley
Roy Nash
H. L. Stafford

Internal Security Committee - Room 315

Chairman - Robert Cozzens
Philip Glick
Jos. H. Smart
Captain M. H. Astrup
~~Sol Kimball~~

Consumer Enterprise Committee - Room 339

Chairman - E. J. Utz
L. J. Collins
E. R. Smith
~~E. B. Whitaker~~ Gerald Richardson
Chas. Ernst

Colorado River Project Relationships - Room 320

Chairman - Dillon Myer
E. R. Fryer
Wade Head
Leland Barrows

12:30 - 1:30 Lunch
1:30 - 4:30 Committee Deliberations.

Furlough Committee - Room 344

Chairman - Thomas Holland
E. B. Whitaker
Edwin Ferguson
Robert A. Petrie

Segregation Committee - Room 338

Chairman - John Provinse
~~Sol Kimball~~
Harvey M. Coverley
Roy Nash
H. L. Stafford

Internal Security Committee - Room 315

Chairman - Robert Cozzens
Philip Glick
Jos. H. Smart
Capt. M. H. Astrup
~~Sol Kimball~~

Consumer Enterprise Committee - Room 339

Chairman - E. J. Utz
L. J. Collins
E. R. Smith
~~E. B. Whitaker~~ *Gerald Richardson*
Chas. Ernst

Colorado River Project Relationships - Room 320

Chairman - Dillon Myer
E. R. Fryer
Wade Head

Fiscal and Personnel Problems - Room 335

Chairman - John Clear
Duncan Mills
Vaughn Ferguson
A. J. Petrie

Colorado River Project Relationships - Room 320

Chairman - Dillon Myer
E. R. Fryer
Wade Head
Leland Barrows

12:30 - 1:30 Lunch
1:30 - 4:30 Committee Deliberations.

Furlough Committee - Room 344

Chairman - Thomas Holland
E. B. Whitaker
Edwin Ferguson
Robert A. Petrie

Segregation Committee - Room 338

Chairman - John Provinse
~~Sol Kimball~~
Harvey M. Coverley
Roy Nash
H. L. Stafford

Internal Security Committee - Room 315

Chairman - Robert Cozzens
Philip Glick
Jos. H. Smart
Capt. M. H. Astrup
~~Sol Kimball~~

Consumer Enterprise Committee - Room 339

Chairman - E. J. Utz
L. J. Collins
E. R. Smith
~~E. B. Whitaker~~

Gerald Richardson
Chas. Ernst

Colorado River Project Relationships - Room 320

Chairman - Dillon Myer
E. R. Fryer
Wade Head
Leland Barrows

Health Committee - Room 340

Chairman - ~~Dr. Jeffrey~~ *E. G. Arnold*
Mrs. L. W. Adams
Dr. Thompson
Joy Stuart

Tuesday, August 18

9:00 - 12:00 Committee Deliberations.

Internal Project Government Committee - Room 339

Chairman - Philip Glick
Charles M. Kneier
Solon T. Kimball
Elmer L. Shirrell
Chas. Ernst

Employment and Compensation Committee - Room 320

Chairman - E. R. Fryer
Thomas Holland
Davis McEntire
Robert Cozzens

Committee on Religion - Room 338

Chairman - John Provinse
George Dean
Harvey M. Coverley
Jos. H. Smart

Procurement Committee - Room 335

Chairman - Duncan Mills
Leland Barrows
Hall Stenz
Wade Head

Producer Enterprise Committee - California Conference Room

Chairman - E. J. Utz
C. E. Zimmer
E. L. Stancliff
Roy Nash
Roy I. Kimmel

Food Committee - Room 342

Chairman - Colonel L. W. Foy
~~Dr. E. R. Coffey~~
E. R. Smith
John Clear
Mrs. L. W. Adams

12:00 - 1:30 Lunch

1:30 - 4:30 Committee Deliberations.

Internal Project Government Committee - Room 339

Chairman - Philip Glick
Charles M. Kneier
Solon T. Kimball
Elmer L. Shirrell

Employment and Compensation Committee - Room 320

Chairman - E. R. Fryer
Thomas Holland
Davis McEntire
Robert Cozzens

Relief Committee - Room 338

Chairman - Leland Barrows
John Provinse
Harvey M. Coverley
Robert Petrie

Publicity and Information Committee - California Conference Room

Chairman - Edwin Bates
E. B. Whitaker
E. R. Smith
E. J. Utz

(John Baker)

Employee Mess and Lodging Committee - Room 335

Chairman - Jos. H. Smart
Duncan Mills
Wade Head
John Clear
Captain Clevenger

Education Committee - Room 342

Chairman - Lucy Adams
Robert E. Gibson
~~Elmer L. Shirrell~~
Dr. E. R. Coffey
H. L. Stafford

Wednesday, August 19.

General session of entire group to hear reports of Committee Chairmen to the Policy Committee which will make final decisions on all policies. All reports will be in writing and sufficient copies provided Policy Committee so that each member may have copy.

Place - California Room

GENERAL POLICY COMMITTEE

Chairman - Dillon Myer

E. R. Fryer

Philip M. Glick

John Provinse

- 9:00 - 9:15 Report of Committee on Relief
- 9:15 - 9:30 Report of Food Committee
- 9:30 - 9:45 Report of Committee on Publicity and Information
- 9:45 - 10:00 Report of Committee on Employee Mess and Lodging
- 10:00 - 10:30 Report of Committee on Employment and Compensation
- 10:30 - 10:45 Recess
- 10:45 - 11:00 Report of Committee on Education
- 11:00 - 11:15 Report of Committee on Internal Security
- 11:15 - 11:30 Report of Consumer Enterprise Committee
- 11:30 - 11:45 Report of Committee on Segregation
- 11:45 - 12:15 Report of Committee on Internal Project Government
- 12:15 - 1:30 Lunch
- 1:30 - 1:45 Report of Committee on Procurement
- 1:45 - 2:00 Report of Committee on Furloughs
- 2:00 - 2:15 Report of Committee on Health
- 2:15 - 2:30 Report of Committee on Religion
- 2:30 - 2:45 Report of Committee on Producer Enterprise
- 2:45 - 3:00 Report of Committee on Relationship with Colorado
River Project
- 3:00 - 3:15 *Report of Committee on Fiscal and Personnel Problems*
Recess
- 3:15 - 6:15 Deliberations of Policy Committee. Policy Committee may summon the chairmen and members of subject matter committees, or others, for further information on committee reports.

6:15 - 7:30 Dinner

7:30 - 10:30 Deliberations of Policy Committee

Thursday, August 20.

General Session - California Room

Chairman - E. R. Fryer

9:00 - 12:00 Announcement of policy decisions - Dillon Myer

12:00 - 1:30 Lunch

1:30 - 5:30 Preparation of tentative procedural documents on each subject on which policy has been decided. The chairman of each special subject matter committee will designate not more than two members of the committee to prepare these documents which shall contain a comprehensive presentation of the subject in sufficient detail to enable project staffs to execute policies in a uniform way, including:

1. A restatement of the policy as decided by Policy Committee.
2. The methods for carrying out the policy.
3. A description of the forms and other mechanisms to be used.
4. Detailed procedure.
5. Delegation of responsibility (who is to do what).
6. Reports, if any to be submitted.

5:30 - 7:00 Dinner

7:00 - 10:00 Complete preparation of tentative procedural documents.

Note: These documents will be delivered by each Committee Chairman to the Review Committee, Mr. Leland Barrows, Chairman, which will be in session beginning August 21 to review, edit, and unify each tentative procedural document and prepare it in final form for the approval of the Director.

Review Committee

Chairman - Leland Barrows
Philip Glick
Harvey M. Coverley

DISCUSSION TOPICS

ON THE FOLLOWING PAGES ARE LISTED THE PRINCIPAL TOPICS FOR DISCUSSION AT THE CONFERENCE AND ON WHICH POLICIES WILL BE DECIDED. UNDER EACH TOPIC ARE LISTED A NUMBER OF QUESTIONS ON WHICH DECISIONS MUST BE REACHED. THIS LIST OF QUESTIONS IS NOT NECESSARILY COMPLETE AND SPACE HAS BEEN LEFT FOR ADDITIONAL QUESTIONS TO BE INSERTED BY COMMITTEE MEMBERS OR OTHERS.

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26	Education and Recreation
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28	Food
29	Fiscal and Personnel Problems

EMPLOYMENT AND COMPENSATION

1. What cash advances or wages will be paid to evacuees for public work?
2. Should all evacuees, i.e., those employed in industrial enterprises, consumer enterprises, producer enterprises and private employment, on the project, receive the standard wage rates established by the Authority?
3. If the answer to the above question is in the affirmative how should the difference between "the prevailing wages" which those engaged in private employment would theoretically receive and the amount they would actually receive, be distributed, or, should such moneys be considered only as community income and deposited to the credit of the community, in the same manner as income from producer enterprises?
4. Would those engaged in private employment be required to sign a waiver to their right to receive the money, which represents the difference between the wages of the Authority and prevailing wages, and should such a waiver, if that is what is needed, be required as a condition to private employment within the project?
5. Should the standard wages be paid ministers for practicing their profession?
6. If the answer to 5 is in the affirmative, what qualifications should ministers be required to meet in order to be eligible for the standard wage payments?
7. Should there be an apprentice wage rate? That is, a rate paid to trainees, apprentices and others while gaining skills which would qualify them for a higher rate or rates?
8. Should payments for overtime be made?
9. Should the standard work week for evacuees conform to the 44 hour week for classified Government employees?
10. Should pay be computed on a monthly, daily, or hourly basis?
11. Should payments be made by check or cash?

12. Should employment be restricted to meet only the needs for workers in productive employment?
13. Should subsistence be considered a part of compensation or should subsistence be considered a responsibility of the Government, regardless of other considerations?
14. Shall a clothing allowance be approved as a part of compensation for work, and, if so, what shall the clothing allowance be?
15. Shall work clothing be issued to those engaged in tasks requiring special types of clothing or extra hard wear on clothing?
16. If there is to be more than one rate of pay for public work, what should be the basis of classification of positions?
17. What machinery shall be instituted for solving labor relations problems and grievances?
18. Should a committee on qualifications be established, whose responsibility it would be to establish minimum qualifications for certain types of work or should such matters be handled by a committee of the Community Council?
19. Should employees in consumer enterprises be paid by the Government or should they receive their pay directly from the consumer enterprises?
20. Should membership in the Work Corps be a prerequisite to project employment? If not, what purpose should the Work Corps serve?
21. Should the Work Corps be abolished?
- 22.
- 23.
- 24.
- 25.

CONSUMER ENTERPRISES

1. Shall consumer enterprises be considered separately and apart from producer enterprises?
2. What shall be the status of temporary consumer enterprises pending the establishment of a permanent basis for operation? Who will be responsible for them?
3. What shall be done with the profits of temporary enterprises?
4. Shall permanent enterprises be operated as consumer cooperatives? If so, what principles shall such cooperatives be required to observe?
5. How shall the profits of consumer enterprises be distributed?
6. What policies shall be adopted regarding the employment of personnel required to operate consumer enterprises?
7. What price policies shall be followed? What mark-up should be established?
8. Shall consumer enterprises be required to pay rental for quarters occupied on projects? If so, how much?
9. What provisions should be approved for Government loans to consumer enterprises, (if and when needed), and on what terms and conditions?
10. What safeguards should be adopted regarding the bonding of employees and the auditing of accounts?
11. Should a percentage of the net profit from consumer enterprises be set aside for the use of the Community Council?
12. Should each relocation community be incorporated and should producer and consumer enterprises be considered as branches of the incorporated community?
13. To what extent should the Project Director or his staff supervise the operation of consumer enterprises?
- 14.
- 15.

PRODUCER ENTERPRISES

The questions hereunder relate only to enterprisxs producing goods. Such enterprises would include farming operations and industrial operations sponsored privately or by the Government.

1. Should a producer enterprise receive a cash credit for farm products consumed by the community?
2. Should each relocation project receive a cash credit for farm products grown by the community but distributed to other relocation projects or should there be established a common deposits fund into which the proceeds from the agricultural products sold by all relocation projects would be placed?
3. Should the Authority request the War Department to give a cash credit to each project manufacturing products for the War Department and for which only a book credit is being recorded?
4. Shall privately owned enterprises be permitted to operate on projects?
5. What supervisory controls should be exercised by the Authority over private enterprises operating at relocation centers?
6. How shall the products of producer enterprises be distributed?
7. Shall the Government control in any way the distribution of products of private enterprises?
8. What should be the policy of the WRA regarding the production of goods for sale in competition with private industry?
9. If producer enterprises are organized and operated by private cooperative associations composed of evacuees, what principles should they be required to adopt and what conditions should we impose?
- 10.
- 11.

INTERNAL PROJECT GOVERNMENT

1. What self-governing powers should be granted to the evacuees?
2. What form or forms of government, if any, should they be required to adopt?
3. What kind of judicial system is recommended?
4. Who shall be permitted to vote?
5. What provisions should be recommended for the conduct of elections?
6. Should the local self-government have powers of taxation and, if so, should they be restricted?
7. What regulations are desirable about the appropriation and disbursement of funds by local self-government?
8. Should the police force be under the Community Council or responsible to the administration?
9. What jurisdiction should external courts have for violations of law within the project?
10. How can we prevent the development of competition for leadership between the block managers and the block representatives?
- 11.
- 12.
- 13.
- 14.

RELIGION

1. Should absolute freedom of worship be permitted?
2. If not, what restriction should be imposed?
3. What physical facilities should the Government provide in the way of church quarters?
4. What regulations should be adopted regarding the use of church quarters?
5. Should religious workers and religious organizations outside projects be permitted free access? If not, what restrictions should be imposed? Should Caucasian pastors be permitted to live on projects?
6. Should religious organizations outside the project be permitted to canvass project residents for funds for construction of church buildings?
7. Should pastors and other religious workers residing outside projects be permitted to receive compensation for personal services contributed by evacuees?
8. Should evacuee pastors and religious workers be permitted to receive compensation for personal services from contributions of fellow evacuees? If so, should a limit be imposed on such compensation?
9. Should evacuee pastors and religious workers receiving compensation from their congregations be allowed to engage in project work and receive cash advances from WRA?
10. Should Government employees be permitted to engage in religious activities on the project?
11. Should religious education be permitted on the project at public expense? If not, should it be permitted at private expense, and under what conditions?
12. Should the Government, in any way, try to referee the disputes or rivalries between various denominations?
13. Should national church organizations be authorized to construct churches within relocation centers for their denominational groups?
- 14.

INTERNAL SECURITY

1. Is the Authority responsible to the Commanding General on matters of internal security?
2. How should the internal project police force be organized?
3. How many Caucasian police are actually needed at a relocation project in order to preserve the peace?
4. What is the enforcement responsibility of the Authority concerning articles declared contraband by virtue of Public Proclamation #3?
5. Should any members of the police force be armed?
6. Should the police, Caucasian and Japanese, be responsible administratively to the Project Director, the Director of Community Services, or the Community Council?
7. Should each relocation project area be fenced?
8. Should the camp site proper be fenced?
9. Should the M.P.'s or Interior Police enforce Public Proclamation #8?
10. What provisions, if any, for censorship of incoming and outgoing mail should be adopted?
- 11.
- 12.
- 13.
- 14.
- 15.

SEGREGATION

1. Should a project be set aside for those evacuees considered dangerous to the peace and internal security of the other projects and/or disloyal to the United States?
2. If the answer to the above is "yes", which project should be so designated?
3. How should persons be selected for assignment to this project?
4. What privileges should the families of such persons have in deciding whether or not they will accompany them?
5. Should any system of appeals be instituted whereby persons so assigned might have their cases reviewed?
6. What criteria should be observed in determining whether or not a person should be assigned to such a project?
7. Should the segregation project be used for disciplinary purposes?
8. Would the segregation of the disloyal have a salutary effect upon Japanese considered loyal?
9. Would segregation aid in the post-war adjustment of the loyal citizen-Japanese?
- 10.
- 11.
- 12.
- 13.
- 14.

PROCUREMENT AND PROPERTY

1. What is the accepted definition of an emergency purchase?
2. Should the authority to negotiate contracts, issue invitations to bid and make emergency purchases, be restricted solely to the Administrative Services Officer at each project?
3. To what extent should the Authority provide evacuees with such items as toilet soap, brooms, mops, paper towels, etc.?
4. To what extent should the Authority provide recreational equipment?
5. Should not a certifying officer be appointed for each relocation project?
6. To what extent should the Regional Office control project procurement?
7. What are the respective responsibilities of OEM and WRA in procurement?
8. Should employees of WRA be held accountable financially for the destruction of property in which they are held to be at fault?
9. To what extent is the Project Director financially accountable for the unlawful use of his emergency purchasing authority?
10. How can we clear channels of supply in order to obtain supplies and equipment more expeditiously?
11. Is there proper coordination of purchases between various offices and divisions? If not, what additional coordination is needed?
12. Are the present procedures for maintaining property records and property accountability satisfactory? If not, what additional provisions are necessary?
13. Should we purchase and distribute to evacuees, free of charge, lumber for the construction of shelves, partitions, furniture, etc.?
- 14.
- 15.

RELATIONSHIPS WITH THE COLORADO RIVER PROJECT

1. Should funds appropriated by Congress to the War Relocation Authority and allotted by the Director for the operation of the Colorado River Project, be deposited with the Indian Service or should such funds be allotted to OEM for expenditure on the same basis as all other WRA projects?
2. How can WRA control policy at Colorado River if it does not also control the expenditure of funds and the appointment of personnel?
3. If funds for the operation of the Colorado River Project are allotted to the Indian Service, what is the responsibility of the San Francisco Regional Office with respect to:
 - a. Procurement
 - b. Personnel
 - c. Priorities
 - d. Policy
4. If the Colorado River Project is administered by the Indian Service, how, then, can it participate in the over-all WRA plan to distribute agricultural products and services among the several relocation projects?
5. If funds for the Colorado River Project are allotted to the Indian Service, should requisitions be processed by the Regional Office, in order that advantages may be taken of surplus property and in order to insure that items proposed for purchase are in keeping with the policies of the Director?
6. What publicity, Congressional and Public, should be given the fact that the Colorado River Project is administered by the Indian Service?
7. What are the responsibilities of the liaison officer assigned to the Colorado River Project?
- 8.
- 9.
- 10.

EMPLOYEES' MESS AND HOUSING

1. Should employees be permitted to use government buildings and equipment to establish a mess club? If so, what rental should they be required to pay?
2. Should they be permitted to employ evacuee labor? If so, what should be the rates of pay and conditions of employment?
3. Should employees be permitted to procure mess supplies from the Government store houses? If so, on what basis?
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

HEALTH

1. What policies should be adopted to assist in retaining the services of needed evacuee health workers?
2. Should evacuee health workers be denied furloughs for work outside projects?
3. How far should we go in furnishing elective surgical and medical care?
4. Should Caucasian doctors employed on relocation centers be commissioned as members of the U.S. Public Health Service? Should evacuee doctors be so commissioned?
5. What provisions should be undertaken to train nurses and other health workers on the projects?
6. What problems exist in regard to relationships between the WRA health program and state and local medical organizations?
7. Should the health program be divorced from the Division of Community Services at the project level and be independently responsible to the Project Director?
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.

PUBLICITY AND INFORMATION

1. Shall absolute freedom of the press be permitted on projects?
2. Should WRA exercise editorial control of project newspapers?
3. What should be the policy of the WRA with regard to publicizing its activities by the general press?
4. What should be the policy regarding requests for permission to make research studies and surveys within the projects?
5. To what extent should the Authority permit project publications in the Japanese language?
6. To what extent should the Authority control the possession of publications printed in the Japanese language?
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.

RELIEF AND GRANTS

1. Should the WRA make grants to evacuees who are destitute or whose incomes are insufficient to enable them to purchase essential requirements?
2. For what purposes should such grants be made?
3. Who would be eligible to receive them?
4. What limitations should be placed on the amounts to be granted?
5. What regulations should be adopted regarding family case work?
6. How should needs be determined?
7. What coordination should be established to prevent duplication of aid by other agencies?
8. Are Japanese eligible for Old Age Assistance Grants?
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

EDUCATION AND RECREATION

1. What provisions, if any, should be made for higher education? How should they be carried out?
2. What provisions should be made for nursery school education?
3. Is a full-time Caucasian person required to lead the leisure-time program?
4. Should Conscientious Objectors be used in the school system?
5. Should the recreation program be a part of the school system or closely coordinated with it?
6. Is the existing plan for cooperation with State and local educational agencies satisfactory?
7. What part should the school play in preparing evacuees to make post-war adjustments?
- 8.
- 9.
- 10.

FURLONGHS

1. Should it be the general policy of the WRA to effect the dispersal of evacuees throughout non-military areas insofar as possible?
2. If so, what precautions should be taken to assure the employment and protection of evacuees?
3. For what purposes should furloughs be granted?
4. What procedure should be adopted regarding the application for and approval of furloughs, permits and releases? (See procedure prepared by Mr. Glick in Washington).
5. What restrictions should be placed on the transfer of evacuees from one project to another?
6. In the case of Caucasians married to evacuees, what should the policy of WRA be?
7. What follow-up, if any, should be made in connection with persons furloughed or released from relocation centers?
8. Should there be a special policy with regard to Eurasians having 50% or less Japanese blood, including the minor children of mixed marriages?
- 9.
- 10.

FOOD

1. Should the WRA purchase the highest quality foods and insist on the fancy grades of various provisions? If not, what quality standards should be adopted?
2. Are quantities of food being supplied to evacuees sufficient?
3. Should we purchase larger quantities of meat by cutting down on other foods?
4. Are the budgetary limitations imposed on us so restrictive that we are unable to provide a well balanced diet?
5. Should the food produced on the project be considered as affected by the budgetary restrictions on food purchases?
6. What machinery should be established, if any, to deal with complaints about food?
7. Will special food specifications for relocation projects unduly burden the Quartermaster?
- 8.
- 9.
- 10.

FISCAL AND PERSONNEL PROBLEMS

1. Is it in the interests of good personnel administration to require that actions concerning personnel in positions paying \$3,800 per year or more be approved in Washington? Should the transfer of persons to the Authority from other governmental agencies involving increases of more than one grade, promotions of more than one grade, and the reinstatement of persons at more than one grade higher than that held by them in their last government position be approved in Washington? Should authority to approve or disapprove such actions be delegated to the Regional Director to be exercised in accordance with standards established in Washington?
2. Should a portion of the funds appropriated to the Authority for the employment of non-Civil Service personnel be allotted to each of the regions to be used at the discretion of the Regional Director for emergency purposes? If so, what limitations should be placed on the Regional Director's authority?
3. Should the Regional Director have authority to establish temporary positions not set up on the approved chart? If so, what restrictions should be placed on this authority?
4. What provisions should be adopted to insure control of all personnel actions in the Personnel Section?
5. What regulations should be adopted to prevent the retention of personnel files and applications in offices outside the Personnel Section?
6. For purposes of cost accounting, what values shall be used in setting up project improvements (constructed by the War Department) on the books?
7. Should the Regional Office maintain control of project expenditures? If so, should the regional office be furnished a copy of each voucher?
8. Should the WRA maintain a general ledger to reflect capital expenditures, earnings and recoveries, donated properties and services, and unproductive salary charges?
9. How can the process of meeting evacuee pay rolls be expedited? Should payment be made by check rather than cash? If so, can such an arrangement be made with the Treasury Disbursing Office?
10. What arrangements should be made with Office of Emergency Management so that the necessary fiscal control can be established in the regional offices?

11. Should the regional office be furnished with periodical cost and fiscal reports by the projects? If so, what should they be and what use should be made of them?
12. Should cost accounts be kept on all issues of property from warehouses whether such property was originally purchased or contributed without charge? If so, how will the reconciliation be accomplished between the valuation of the total issues and the appropriation charges?
- 13.
- 14.
- 15.