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OUTLINE FOR FINAL REPORT

Administrative Management Division

Statistics Section

The closing report covering statistical work at the center will be the responsibility of the Statistician or the person responsible for the duties outlined in the Statistics Handbook, 50.8 Inasmuch as a Statistics Section was not set up at the inception of the center and responsibilities covered in the Handbook were assumed by various divisions, sections and units, information for that part of the report which deals with the program prior to the establishment of the Section will be obtained from members of the divisions, sections and units involved. In general, the final historical report should summarize, in narrative form and by statistical tables and graphs, the development of the statistical program at the center, with special emphasis being given to what work was done, by whom, and when. The report should cover, but not be limited to, the following:

- I. Discussion of major changes in divisions, sections and units participating in statistical work prior to the establishment of a Statistics Section and after. Illustrate by organizational charts in Part VII. Indicate approximate number of appointed and evacuee personnel involved, whether fulltime or otherwise, and responsibilities of each.
- II. Consideration of amount of space available, where located, equipment and supplies.
- III. Discussion of origin, purposes and scope of the statistical program noting reasons for major changes and developments.
- IV. Outline of services and accomplishments, considering major problems and their solution. Include WRA-26 survey and resultant analyses, other censuses and results, rosters and locator file, collection and analysis of vital data, daily population reports, other prescribed reports, special analyses such as repatriation, army and leave clearance registration, segregation, etc.

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- V. Description of extent and manner in which work has been of service to Project Director, other divisions, sections and units. Include information supplied for weekly and monthly reports, project newspaper, other publications; location of individuals; questionnaires and other surveys; consultation; etc.
- VI. Indication of methods employed in closing operations of Section; disposition of equipment, files, records; participation in centerwide closing operations including particular responsibilities.
- VII. Appendix. Append charts, graphs, tabulations, listings and analyses including but not limited to:
- A. Organizational charts highlighting major changes in divisions, sections and units participating.
  - B. Name by name accounting for all evacuees ever in residence, irrespective of time and method of arrival and time and method of departure, with columns showing:
    - 1. Last name (CAPS): if a woman was married at center, list under married name, cross reference to maiden name; if two names used by person, list under name most frequently used, cross reference to other name.
    - 2. Other names: both Japanese and non-Japanese names.
    - 3. Family number: Social Data Registration number; letter suffix not necessary.
    - 4. Marital status: show changes, if any, with dates. Single, S; married, M; separated, Sep; divorced, D; widowed, W.
    - 5. Citizenship: citizen, C; alien, A.
    - 6. Alien registration number: seven digits in all cases.
    - 7. Sex: male, M; female, F.
    - 8. Type of original entry:

Voluntary evacuation  
Direct evacuation

VE  
DE

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Assembly Center	(Name of Center)
Assembly Center Agr. wrkr.	Agr Wrkr (name A.C.)
Transfer from other center (segregation)	T-S
Transfer from other WRA center (other)	T
Birth	B
Parolee	P
Institution	I (name)
Other	(specify)
Unknown	Unk

9. Date of original entry: month/day/year

10. Pre-evacuation address: city and state

11. Type of final departure:

Indefinite Leave education	Ind-Educ
Indefinite Leave Armed Forces	Ind-AF
Indefinite Leave employment	Ind-Empl
Indefinite Leave community invitation	Ind-Invit
Indefinite Leave involuntary commitment, alien enemy internment	Ind-Intern
Indefinite Leave involuntary commitment, penal institution	Ind-Penal
Indefinite Leave involuntary commitment, mental institution	Ind-Mental
Indefinite Leave voluntary commitment to other institution	Ind-Inst
Indefinite Leave join/accompany family	Ind-Jn/ac fam (specify if Crystal Cty)
Indefinite Leave other (repatriates, financially independent, return free area, etc.)	Ind-(specify)
Transfer segregation	T-S
Transfer terminal (residents)	T-T
Transfer terminal (seasonal leave)	T-T-Seas
Transfer terminal (short term leave)	T-T-Sht Trm
Transfer prior to closing (resident)	T
Transfer prior to closing (seasonal leave)	T-Seas
Transfer prior to closing (short term)	T-Sht Trm
Death	D
Other	(Specify)
Unknown	Unk

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12. Date of final departure: month/day/year

13. Destination of final departure

C. Summaries from Part B above including but not limited to the following:

1. Number of evacuee residents received, by type of admission as described in B-8 above.
2. Number of evacuee residents discharged by type of discharge as described in B-11 above.
3. Number of changes of leave status, by months, since inception of center, indicating both types of status involved in each change (refer to Statistics Handbook).
4. Number of persons on leave as of the beginning of each month since the inception of the center, by categories on WRA-176.
5. Number of center residents as of the beginning of each month (beginning of day, first day of month) since the inception of the center including date first work contingent arrived and date last work contingent departed.
6. Number of live births, stillbirths, marriages, and divorces by month since inception of center (one table).
7. Number of deaths by citizenship and sex by age group (under one year, 1-4, 5-9, 10-14, 15-19, 20-24, 25-29, 30-34 and so on to 60 and over) by month since inception of center.
8. Number transferred from and to other centers, by center and by month since inception of center including terminal transfers.

D. Summary of final answers to Question No. 28 on the army and leave clearance registration by citizenship and sex by (1) affirmative, (2) non-affirmative (including all qualified), (3) refusals to answer question, (4) refusals to register, and (5) unknown. Include total number eligible to answer by citizenship and sex, and number changing answers with answer before and after change.

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- E. Applications and cancellations for repatriation or expatriation by date of application, by month; net number requesting repatriation or expatriation as of the first of each month; both by citizenship and sex, since inception of center.

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