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*Manzanar*

## PRODUCTION DIVISION

Aiji Hashii  
Director

Justus G. Sato  
Ass't Director

June 22, 1942

M E M O

To: Mr. Ned Campbell  
From: The Production Division (Upon request)  
Subject: Camouflage Net Project

The Production Division has been asked for constructive suggestions regarding the Camouflage Net Project. The chief problem, according to Regional Industrial Director Stancliff, is that of securing 1000 workers, and keeping them on the job.

At no time since the start of the project have even 300 been employed at one time, and reports show the turnover in those quitting after a few days has been large.

OUR SUGGESTIONS FOR MAKING THE PROJECT A SUCCESS :

- (1) Let residents know the facts about the project. People feel they have been kept in the dark, have not been fairly informed. We suggest immediately a series of mass meetings for this purpose.
- (2) Clarify the wage situation: Recognizing that this is a war industry worked by citizens who feel entitled to compensation equivalent to that of Americans in any war industry.
- (3) Place the project directly under supervision and control of the Production Division, centralizing authority and responsibility: first, for securing 1000 workers, next, keeping them on the job, and thirdly, filling the production quota.

The Production Division submits the foregoing as constructive suggestions, realizing the urgency and importance of the Net Project. If requested, a report on what the Division believes to be the causes of the project's failure to date, will also be prepared.

Respectfully submitted,

THE PRODUCTION DIVISION  
(War Works Planning Staff)

Aiji Hashii, Chairman  
Fred Tayama  
T. Maeda

Justus G. Sato  
Mrs. T. Jow  
M. Akiyama  
A.I. Aramaki

WAR RELOCATION AUTHORITY  
Manzanar, California

July 17, 1942

FROM: Arthur H. Miller, Chief of Housing & Employment Division  
TO: Miss Oko Murata, Personnel  
SUBJECT: Master File

Supplementing my memo of June 23rd regarding the family file, the maintaining and safeguarding of which is your responsibility, the following instructions will apply in all instances:

- (1) No employee is to have access to the information contained in this file except upon the written request of department or division heads or a member of the immediate staff of the Project Director. Such written authority must be presented to you by the person who is to obtain the needed information from the file.
- (2) No cards, documents or correspondence are to be removed from the file by any employee except on the written request of a department or division head or a member of the immediate staff of the Project Director. Any card, document or item of correspondence loaned in this manner will be signed for on a check-out sheet by the person to whom it is loaned and "dummy card" put in the file to replace the loaned folder. In case of a single document or card being loaned from a file, the folder from which it is loaned will be tabbed.
- (3) All folders, cards, documents or correspondence loaned from this file must be returned within 24 hours. If required for a longer period of time, the department to which they are loaned may have a copy made and return the original to your file. In order to be sure that documents do not remain out of this file for longer than the stated period of time, please advise those to whom they were loaned to promptly return them and have your file clerk make a regular check of the files for any outstanding documents.

*AHM*  
ARTHUR H. MILLER

AHM/a

WAR RELOCATION AUTHORITY

Manzanar Relocation Area  
Manzanar, California

September 8, 1942

FROM: Ned Campbell, Asst. Project Director  
TO: Mrs. D'Ille, Supervisor, Community Welfare  
SUBJECT: Timekeeping on basis of 44-hour week.

We have instructed the timekeeping department to start on the morning of September 10th, to keep accurate time on all Japanese employees, in order that we may pay time on the basis of a 44-hour week.

This makes it mandatory that employees work five 8-hour days and one 4-hour day per week and any one working less than this period will be paid accordingly. Any one working more than 44 hours per week will be allowed time off.

Please pass this information down through your organization and cooperate with the timekeepers who have been instructed accordingly to report time worked.

We must insist upon the Japanese working a standard working week, as is being done in all activities and industries on the outside, or we will be subject to great criticism if during war time we allow them to contribute any less than this.

Ned Campbell  
Asst. Project Director

WAR RELOCATION AUTHORITY  
Manzanar War Relocation Area  
Manzanar, California

February 19, 1943

MEMORANDUM TO: All Division and Department Heads

SUBJECT: Loan of Typists

Once again we are confronted with an emergency typing job. Approximately 5200 Forms 26 must be typed in duplicate to forward to Washington at the earliest possible moment. Every available typist is now employed. The only way that we can meet this emergency is to borrow thirty typists from the jobs to which they are already assigned for a period of eight working days during which time they will continue on the pay roll of the department which loans them.

There are approximately 225 typists, stenographers, secretaries, and clerks who are also typists assigned to the various departments. In order to accomplish the borrowing in fairness to all concerned, a quota has been established for each department based on the total number employed. We will appreciate it if each department will select its quota as shown below and instruct them to report to 7-13-3 at 8:00 a.m. Saturday, February 20. There will be no overtime required. Please select qualified typists; the better the typists, the sooner the work will be done. Your cooperation will be appreciated.

<u>Department</u>	<u>Number</u>
Hospital	5
Community Welfare	3
Education	3
Fiscal	2
Administration	2
Community Enterprises	3
Town Hall & Block Managers' Office	2
Public Works & Maintenance	2
Free Press, Documentation, and Public Relations	1
Procurement	1
Property Control	1
Legal	1
Supply Warehouse	1
Property Warehouse	1
Mass Operations	1
Employment	1

*RFB*  
Ralph F. Herritt  
Project Director

WAR RELOCATION AUTHORITY  
Manzanar Hospital

August 19, 1943

PROCEDURE FOR THE REPORTING OF ILLNESS IN ORDER TO ESTABLISH  
SICK LEAVE OR COMPENSATION

*Brookings*

Chief Medical Officer at Manzanar Hospital has designated the Medical Social Service as the division to be responsible for seeing that recommendations of physicians concerning such matters as time off work, because of illness; change of occupation because of physical condition, and like recommendations are directed to the proper agencies or divisions within the Center. In order to facilitate matters, a form (see attached) was worked out for the use of the physicians in making their report to the Medical Social Service. Medical Staff makes its recommendations on this form whenever it deems necessary and routinely upon the discharge of a patient from the hospital. This form is then directed to the Medical Social Worker, who is able to send information (concerning time off work to the time-keeping division.) *to the proper divisions*

See attached Project Director's Bulletin #54, refer to page 8, section 7 entitled "sick leave". The entire procedure for the reporting of an employee's illness is outlined here. See also Exhibit 8, which is the form upon which the Medical Social Worker reports the person's illness. A tissue copy is kept of the report, which is made on this form for the Medical Social Service files, and to this is attached the physician's request (which was made on Form #758).

We have found that this procedure has worked out successfully. It has saved the physicians a great deal of time. Prior to the instigation of this plan, physicians were asked to make reports to various divisions. Many times the patients who requested the reports were not certain where the information was to go, and a great deal of time was consumed by the physicians who, not only had to report the illness but had to see that it was directed to the proper division. It seems more fitting for the Medical Social Service to handle the problem of directing information to the proper channels, and to relieve the physicians of this unnecessary burden. It also means that request for information about sick leave can be directed to the Medical Social Worker. This in turn can save the physicians unnecessary questioning from patients and various divisions.

Jack C. Sleath, M. D.  
Acting Project Medical Officer

By: \_\_\_\_\_  
(Mrs.) Bernice Silber  
Medical Social Worker

BS/jc

Memorandum to: Section Heads  
From: H. E. Norton  
Subject: Compensatory Time Earned by Evacuees Subsequent to  
January 1, 1944.

Section 50.5.12D of Employment Handbook reads in part as follows:

"Time worked in excess of the prescribed work day shall be limited in all cases to emergencies or unusual circumstances, and it shall be the policy to compensate for this work through the medium of compensatory leave. Overtime in excess of 8 hours in any work day must be ordered and approved in advance by the Division Head in the form of a memorandum addressed to the Project Director. Copies of such memoranda shall be forwarded to the Finance Office and the Personnel Office.

Compensatory leave may be accumulated but shall be taken within 90 days of the close of the week in which such overtime is worked. Every effort shall be made by Section Heads to assist workers in liquidation earned over-time. Compensatory leave may be taken as elected by the worker, subject to the approval of the Section Head but will not be given in amounts of less than one hour.

If, because of unusual or emergency conditions, compensatory leave cannot be granted within the period, the worker shall be given additional compensation for this overtime at the hourly rates specified in the Finance Handbook. Approval for the overtime compensation must be obtained in advance from the Project Director by submitting for his consideration the reasons why the worker was not allowed compensatory leave within the 90-day period.

Time worked in excess of the prescribed number of hours or days shall be recorded by the time-checker on the reverse of Form WRA-115, Revised. Over time will be posted on Form WRA-112 by the division to which the worker is assigned, and it will be the responsibility of this division to see that compensatory leave is liquidated by time off. A tickler system shall be maintained by tabbing WRA-112 or other appropriate means, and workers shall be notified by their timekeepers that such compensatory leave as they have to their credit is due.

Unused balances of compensatory leave may not be transferred between divisions in the same center but are not affected by transfer to another center if the transfer is involuntary or is made at the request of the WRA.

Workers unable to liquidate compensatory leave prior to leaving the center on indefinite leave, seasonal leave, or leave to enter the Armed Forces of the United States, shall be paid for any compensatory leave to their credit. The date of separation shall be extended to cover the amount of compensatory leave to the worker's credit. Payment shall be made according to the hourly rates specified in the Finance Handbook.

The foregoing regulations with reference to compensatory leave, apply only to compensatory leave earned after January 1, 1944."

The above for your information in order that necessary attention will be given to granting compensatory time promptly and to protect the interest of the enlistee who is unable to take compensatory time off within the prescribed limit of ninety days.

/s/ H. E. Norton  
Cost Accountant

Copies made 8/9/44

*Coyne*  
*File*

Manzanar, California  
July 14, 1945

Mr. D. S. Myer, Director  
War Relocation Authority  
Barr Building  
910 - 17th Street, N. W.  
Washington 25, D. C.

Dear Mr. Myer:

In accordance with instructions contained in your letter dated October 14, 1943, we are enclosing herewith Form WRA 1011, "Weekly Report for Critical Vacancies and Persons Available for Transfer," as c.o.b. July 7, 1945.

Yours very truly,

RALPH P. HERRITT  
PROJECT DIRECTOR

By \_\_\_\_\_  
Ann S. Anderson  
Personnel Officer

Enclosures

ASA:st

cc: Mr. R. B. Cozzens, S. F., California  
Mrs. Bedia, Attention: Control Unit Room 1027  
C. S. Representative, Bakersfield, California

WEEKLY REPORT OF CRITICAL VACANCIES & PERSONS AVAILABLE FOR TRANSFER

Manzanar, California

Relocation Center

July 14, 1945  
Date

C. S. No.	Position Grade & Salary	No. of Vacancies	Division	Special Qualifications	Other Data	Date Request Submitted to Civil Service
9194	Asst. Relocation Program Officer CAF-11, \$4300	1	Relocation			
9122	Asst. Relocation Advisor CAF-7, \$2980	4	Relocation			
	Clerk Stenographer CAF-4, \$2100	1	Relocation			
	Clerk CAF-4, \$2100	1	Relocation			
	Evacuee Property Clerk CAF-5, \$2320	1	Evacuee Property Section			

PERSONS AVAILABLE FOR TRANSFER

Name	Present Position Grade & Salary	Specialized Experience	Position & Location Desired
none			

## WEEKLY REPORT OF CRITICAL VACANCIES &amp; PERSONS AVAILABLE FOR TRANSFER

~~Manzanar, California~~  
Relocation Center~~July 14, 1945~~  
Date

C. S. No.	Position Grade & Salary	No. of Vacancies	Division	Special Qualifications	Other Data	Date Request Submitted to Civil Service
9541	Foreman Mechanic CFC-8, \$2540	2	Operations			
	Foreman Pump Operator CFC-8, \$2540	2	Operations			
	Boiler Operator CFC-8, \$2540	3	Operations			
	Clerk Stenographer CAF-4, \$2100	1	Legal			
	Clerk Stenographer CAF-4, \$2100	1	Reports			

## PERSONS AVAILABLE FOR TRANSFER

Name	Present Position Grade & Salary	Specialized Experience	Position & Location Desired
none			

WEEKLY REPORT OF CRITICAL VACANCIES & PERSONS AVAILABLE FOR TRANSFER

Manzanar, California  
Relocation Center

July 14, 19 45  
Date

C. S. No.	Position Grade & Salary	No. of Vacancies	Division	Special Qualifications	Other Data	Date Request Submitted to Civil Service
	Clerk Stenographer CAF-4, \$2100	1	Administrative Mgt.			
	Asst. Storkeeper CAF-5, \$2320	1	Administrative Mgt.			
	Asst. Fiscal Accountant CAF-7, \$2980	1	Administrative Mgt.			
	Audit Clerk CAF-5, \$2320	1	Administrative Mgt.			
	Personel Clerk CAF-4, \$2100	1	Administrative Mgt.	Payroll and typing		
	Clerk Typist CAF-4, \$2100	9	Administrative Mgt.			

PERSONS AVAILABLE FOR TRANSFER

Name	Present Position Grade & Salary	Specialized Experience	Position & Location Desired
none			



WAR RELOCATION AUTHORITY  
Manzanar, California

*Best Brown* 13615

August 24, 1943

MEMORANDUM TO: Mr. Ralph P. Merritt  
Project Director

*our  
File*

SUBJECT: Employment Report on 8-hour Day

Following is a report of my check of the various jobs on Monday, August 23, between 3:00 and 5:00 p.m.

AGRICULTURE: At the north farm all workers were on the job between 3:15 and 3:45. A high wind was blowing up a severe dust storm but all of the men were carrying on their work. At the south farm all workers were on their jobs at 4:15 to 4:30 p.m. The first truck to leave brought the women and left the farm at promptly 4:30. The other trucks followed within 5 to 10 minutes later. One tractor driver was still working at 4:45 p.m. and other men were washing in the irrigation ditch at 4:40 p.m. waiting for the truck.

PUBLIC WORKS: At the staff housing 16 carpenters were working on the outside carpenter work on four of the buildings at 4:10 p.m. Plaster board crews and plumbers working on the inside of several other buildings had quit work at 4:10 p.m. and were loafing around in the rooms apparently waiting for 4:30 to arrive. The inside paint crews in another building had quit work sometime prior to 4:15 p.m. and were lying around in the rooms smoking also apparently waiting for 4:30 to roll around. Only three men of the paint crews were working and they were cleaning up paint cans. At the root storage building the carpenter crew had quit work and were leaving the job at 4:18 p.m. At the construction work on the chicken buildings the crews quit work sometime prior to 4:20 p.m. and were loafing around waiting for the trucks to arrive. The truck left with the men at approximately 4:30 p.m. At the hospital doctors' quarters the inside painting had been completed and at 4:00 p.m. one evacuee was working preparing the floors for painting. The Caucasian linoleum layer who was working there told me that this was the only evacuee who had been working there during the day.

INDUSTRIAL: The women in the Garment Factory worked until promptly 5:00 p.m. One of the cabinet shops which, I understand, has been in the habit of quitting at 4:00 p.m. worked until 4:30 p.m. The other cabinet shop was closed at 4:30 p.m. The Food Processing crews also quit work at 4:30 p.m. I talked over this situation with Mr. Haberle who said that the

workers had requested permission to quit work at 4:30 p.m. so that they might have time to take a bath before going to the mess halls. This request is no doubt a result of the half hour leeway given to the Agricultural and Public Works workers to turn in their tools at the point of employment. The matter of time to bathe before going to the mess halls is, no doubt, a question which all manual workers would like to raise during the hot weather and Mr. Haberle will probably discuss it with Bob Brown.

WAREHOUSES: A quick check of the warehouses between 4:30 and 5:00 p.m. showed that most of them were closed and padlocked before 4:45 p.m. Public Works warehouses, #28 and #29, which are tool storage warehouses were closed at 4:45 p.m.

Arthur H. Miller  
Chief, Employment Division

AHM/y



## ◀ RESETTLEMENT OPPORTUNITIES ▶

MAY 21, 1943

CALL AT RELOCATION OFFICE 1-2-2

**FLASH!**

Job offer for 2 girls as JUNIOR STENOGRAPHERS at \$1440. Must now be holding Civil Service status and have had 2 years experience in secretarial work in California Civil Service Agency or Federal Civil Service Agency.

### OPPORTUNITIES FOR MEN

#### *Kitchen workers*

HEAD COOK	Bloomfield Hills, Mich.	\$90 mo. & maintenance
ASSISTANT COOK	" " "	\$70 mo. " "
COOK	Cottonwood, Ariz.	\$60 mo. and room.
KITCHEN HELPERS	Evanston, Ill.	\$85 mo. and meals.
MAN TO DRESS POULTRY	Detroit, Michigan	70¢ - \$1.00 hour.
MAN TO SCALE AND DRESS FISH	" "	\$34 - \$45 week.
ECONOMIST	Chicago, Ill.	\$120 mo.
GARDNER	St. Louis, Mo.	\$29 week.
WASHER & WRINGER (Laundry)	Pocatello, Idaho	\$125 mo.
PRESSERS (Laundry)	" "	\$35 week.
FARM	" "	\$80 mo. plus meals, room, and laundry.
MEN TO FEED AND WATER 400 BROOD SOWS	Oak Park, Ill.	\$65 mo. plus room & board.
DOMESTICS	Grand Rapids, Mich.	\$18 week.
INTERNE, Hospital	Chicago, Ill.	\$100 mo. plus full maintenance
TEACHER TO HANDLE CRAFTS AND ATHLETIC PROGRAM	Detroit, Michigan	\$1200 - \$1500 year plus maintenance
MECHANIC (to take motors apart)	Chicago, Ill.	\$32.50 week.
RETREADING	Rockford, Ill.	\$125-\$150 mo.
PORCH WORKER	Chicago, Ill.	\$35 week.
ENGINE LATHE OPERATORS	Cleveland, Ohio	\$1.05 hour.
TURRET LATHE OPERATORS	" "	
INSPECTORS	" "	
NIGHT CLERK	Evanston, Ill.	
JANITOR	Madison, Wisc.	\$100 mo.
HANDYMAN	Chicago, Ill.	\$75 mo.
DOMESTICS	Bloomfield Hills, Mich.	\$70 - \$100 mo. plus maintenance.
DOMESTIC	" "	\$20 wk. & room & board.
TRUCKING OF FOOD	Detroit, Mich.	\$35 - \$45 week.

T E L E T Y P E

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.

Manzanar, California  
June 22, 1943

Reurtel of June 22 concerning telegraphic report of leaves. Tabulation: Week ending June 12th: Seasonal Leaves - 554; Short-term Leaves - 27; Indefinite Leaves - 714; Total - 1295; Population - 8624. <sup>Daily Changes include</sup> Week ending June 13 thru June 19: June 13: Indefinite Leave, minus 1; June 14: Short-term Leave, plus 3; Indefinite Leave, plus 3; June 15: Seasonal Leave, minus 3; Indefinite Leave, plus 3; June 16: Seasonal Leave, minus 1; Indefinite Leave, plus 4; June 17: Short-term Leave, plus 4; Indefinite Leave, plus 2; June 18: None; June 19: None. Total as tabulated from Daily Population Summary - Seasonal Leaves, minus 4; Short-term Leaves, plus 7; Indefinite Leaves, plus 11 to equal Total Seasonal Leaves - 550; Short-term Leaves - 34; Indefinite Leaves - 725; and Total Leaves - 1309. A total of 7 arrivals and 17 departures for week ending June 19 to equal Project Population - 8614. Included in tabulation shown above were: 9 departures from center on Indefinite Leaves; 3 persons on seasonal leaves granted Indefinite Leaves via the field; and 1 person on seasonal leave transferred to another center.

RALPH P. MERRITT

PROJECT DIRECTOR

TEH:eh

*RMC*



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WAR RELOCATION AUTHORITY  
Manzanar, California  
June 21, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite leave for week ending June 19, 1943.

1. Total number of evacuees on seasonal work and indefinite leave end of previous week. - - - - - 1268
  - a. On seasonal work leave - - - - - 554
  - b. On indefinite leave - - - - - 714
  
2. Total number of evacuees leaving project on seasonal work leave and indefinite leave during preceding week. - - - - - 9
  - a. On seasonal work leave - - - - - 0
  - b. On indefinite leave - - - - - 9
  
3. Leave changes during the preceding week. - - - - - (-1)
  - a. Deduction in count of seasonal work leaves due to transfers and granting indefinite leaves. - - - - - (-4)
  - b. Additions in count of indefinite leaves due to granting of indefinite leaves. - - - - - (+3)
  
4. Total number of evacuees returning to project from seasonal work leaves and indefinite leave during the week. - - - - - (-1)
  - a. From seasonal work leave - - - - - 0
  - b. From indefinite leave - - - - - (-1)
  
5. Total number of evacuees on seasonal work and indefinite leave end of week. - - - - - 1275
  - a. On seasonal work leave - - - - - 550
  - b. On indefinite leave - - - - - 725

RAC

P.M.

Copy of teletyped message -  
- 21-42.

Ellen Vaughan

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.



Manzanar, California  
June 21, 1943

Ending Saturday, June 19, 1943; Seasonal - 550; Short-term  
Leave - 34; Indefinite Leave - 725; and Total Leaves - 1309.  
Project Population - 8614.

RALPH P. MERRITT  
Project Director

TEH:eh

*Rise*

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6. Breakdown in item 2a above (seasonal work leave),  
by County and State of destination.

County and State of destination

(None)

7. Breakdown of item 2b above (indefinite leave),  
by State of destination.

State of destination

Colorado - - - - -	2
Illinois - - - - -	7
	-
Total	9

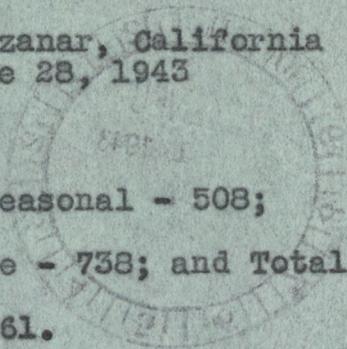
*JCH*  
*6/21/43*



T E L E T Y P E

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.

Manzanar, California  
June 28, 1943



Ending Saturday, June 26, 1943; Seasonal - 508;  
Short-term Leave - 28; Indefinite Leave - 738; and Total  
Leaves - 1274. Project Population - 8661.

RALPH P. MERRITT  
PROJECT DIRECTOR

TEH:eh



WAR RELOCATION AUTHORITY  
Manzanar, California  
June 28, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite leave for week ending June 26, 1943.

1. Total number of evacuees on seasonal work and indefinite leave end of previous week. - - - - - 1275
  - a. On seasonal work leave - - - - - 550
  - b. On indefinite leave - - - - - 725
  
2. Total number of evacuees leaving project on seasonal work leave and indefinite leave during the preceding week. - - - - - 14
  - a. On seasonal work leave - - - - - 1
  - b. On indefinite leave - - - - - 13
  
3. Leave changes during the preceding week. - - - - - 0
  - a. Deduction in count of seasonal work leaves due to granting of indefinite leaves. - - - - - 0
  - b. Additions in count of indefinite leaves due to granting of indefinite leaves. - - - - - 0
  
4. Total number of evacuees returning to project from seasonal work leaves and indefinite leave during the week. - - - - - (-)43
  - a. From seasonal work leave - - - - - (-)43
  - b. From indefinite leave - - - - - 0
  
5. Total number of evacuees on seasonal work and indefinite leave end of week. - - - - - 1246
  - a. On seasonal work leave - - - - - 508
  - b. On indefinite leave - - - - - 738

6. Breakdown in item 2a above (seasonal work leave),  
by County and State of destination.

County and State of destination

Jefferson County, Idaho - - - - 1  
Total 1

7. Breakdown in item 2b above (indefinite leave),  
by State of destination.

State of destination

Idaho - - - - - 1  
Illinois - - - - - 8  
Michigan - - - - - 1  
Nebraska - - - - - 1  
Utah - - - - - 2  
Total 13

*JCH*  
*6/28/43*





T E L E T Y P E

CONFIRMATION COPY

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.

Manzanar, California  
July 5, 1943

Ending Saturday, July 3, 1943: Seasonal Leave - 465;  
Short-term Leave - 24; Indefinite Leave - 747; and Total  
Leaves - 1236. Project Population - 8703.

*RPM*

RALPH P. MERRITT  
PROJECT DIRECTOR

TEH:eh  
*TEH*

CONFIDENTIAL

SECRET



RECEIVED  
JUL 7 1943

Ending balance, July 1, 1943: Personal leave - 500;  
 short-term leave - 24; Indefinite leave - 17; and Total  
 leave - 541. Project completion - 1000.

W. L. ...  
 ...

100-1000

WAR RELOCATION AUTHORITY  
Manzanar, California  
July 5, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite  
leave for week ending July 3, 1943.

1. Total number of evacuees on seasonal work  
and indefinite leave end of previous week. - - - - - 1246
  - a. On seasonal work leave - - - - - 508
  - b. On indefinite leave - - - - - 738
  
2. Total number of evacuees leaving project  
on seasonal work leave and indefinite  
leave during the preceding week. - - - - - 12
  - a. On seasonal work leave - - - - - 0
  - b. On indefinite leave - - - - - 12
  
3. Leave changes during the preceding week.
  - a. Deduction in count of seasonal  
work leaves due to granting of in-  
definite leaves. - - - - - (-)2
  
  - b. Additions in count of indefinite  
leaves due to granting of in-  
definite leaves. - - - - - (+)2
  
4. Total number of evacuees returning to  
project from seasonal work leaves and  
indefinite leave during the week. - - - - - (-)46
  - a. From seasonal work leave - - - - - (-)41
  - b. From indefinite leave - - - - - (-)5
  
5. Total number of evacuees on seasonal work  
and indefinite leave end of week. - - - - - 1212
  - a. On seasonal work leave - - - - - 465
  - b. On indefinite leave - - - - - 747

6. Breakdown in item 2a above (seasonal work leave),  
by County and State of destination.

County and State of destination

(none)

7. Breakdown in item 2b above (indefinite leave),  
by State of destination.

State of destination

California - - - - -	1
Colorado - - - - -	1
Illinois - - - - -	4
Maryland - - - - -	1
Ohio - - - - -	1
Utah - - - - -	4

TOTAL 12

*EH*  
*7/5/43*





1. [illegible]  
2. [illegible]  
3. [illegible]  
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8. [illegible]  
9. [illegible]  
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11. [illegible]  
12. [illegible]

Approved by [illegible]

1. [illegible]  
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11. [illegible]  
12. [illegible]

(cont)

Approved by [illegible]

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11. [illegible]  
12. [illegible]

TELETYPE

*Mr. Dillion S. Myer copy*  
*Allen Vaughn*

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.

CONFIRMATION  
Manzanar, California  
July 12, 1943  
COPY

Ending, Saturday, July 10, 1943: Seasonal Leave - 442;  
Short-term Leave - 22; Indefinite Leave - 767; and Total  
Leaves - 1231. Project Population - 8716.

RALPH P. MERRITT  
PROJECT DIRECTOR

TEH:eh

WAR RELOCATION AUTHORITY  
Manzanar, California  
July 12, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite  
leave for week ending July 10, 1943.

1. Total number of evacuees on seasonal work  
and indefinite leave end of previous week. - - - - - 1212
  - a. On seasonal work leave - - - - - 465
  - b. On indefinite leave - - - - - 747
  
2. Total number of evacuees leaving project  
on seasonal work leave and indefinite  
leave during the preceding week. - - - - - 20
  - a. On seasonal work leave - - - - - 0
  - b. On indefinite leave - - - - - 20
  
3. Leave changes during the preceding week.
  - a. Deduction in count of seasonal  
work leave due to granting of in-  
definite leaves. - - - - - (-)1
  
  - b. Addition in count of indefinite  
leaves due to granting of in-  
definite leaves. - - - - - (+)1
  
4. Total number of evacuees returning to  
project from seasonal work leaves and  
indefinite leaves during the week. - - - - - (-)23
  - a. From seasonal work leave - - - - - (-)22
  - b. From indefinite leave - - - - - (-)1
  
5. Total number of evacuees on seasonal work  
and indefinite leave end of week. - - - - - 1209
  - a. On seasonal work leave - - - - - 442
  - b. On indefinite leave - - - - - 767

6. Breakdown in item 2a above ( seasonal work leave ),  
by County and State of destination.

County and State of destination

(none)

7. Breakdown in item 2b above ( indefinite leave ),  
by State of destination.

State of destination

Idaho - - - - -	1
Illinois - - - - -	14
Michigan - - - - -	3
Nebraska - - - - -	1
Ohio - - - - -	1

TOTAL: 20

*JEH*  
*7/12/43.*





T E L E T Y P E

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.

Manzanar, California  
July 19, 1943

Ending Saturday, July 17, 1943: Seasonal leave - 435;  
Short-term Leave - 17; Indefinite Leave - 777; and Total  
Leaves - 1229. Project Population - 8728.

*RLB*  
ROBERT L. BROWN  
ASSISTANT PROJECT DIRECTOR

TEH:eh

WESTERN UNION TELEGRAPH  
COMMUNICATIONS

RECEIVED  
JUL 22 1943  
WAR RELOCATION AUTHORITY  
SAN FRANCISCO, CALIF.

TO: [Faint text]  
FROM: [Faint text]  
[Faint text]

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WAR RELOCATION AUTHORITY  
Manzanar, California  
July 19, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite leave for week ending July 17, 1943.

1. Total number of evacuees on seasonal work and indefinite leave end of previous week. - - - - - 1209
  - a. On seasonal work leave - - - - - 442
  - b. On indefinite Leave - - - - - 767
  
2. Total number of evacuees leaving project on seasonal work leave and indefinite leave during the preceding week. - - - - - 1
  - a. On seasonal work leave - - - - - 1
  - b. On indefinite leave - - - - - 0
  
3. Leave changes during the preceding week. - - - - - (+)3
  - a. Deduction in count of seasonal work leave due to granting of indefinite leaves. - - - - - (-)7
  - b. Addition in count of indefinite leaves due to granting of indefinite leaves. - - - - - (+)10
  
4. Total number of evacuees returning to project from seasonal work leaves and indefinite leaves during the week. - - - - - (-)1
  - a. From seasonal work leave - - - - - (-)1
  - b. From indefinite leave - - - - - 0
  
5. Total number of evacuees on seasonal work and indefinite leave end of week. - - - - - 1212
  - a. On seasonal work leave - - - - - 435
  - b. On indefinite leave - - - - - 777

6. Breakdown in item 2a above (seasonal work leave),  
by County and State of destination.

County and State of destination

Idaho Falls County, Idaho - - - 1

7. Breakdown in item 2b above (indefinite leave),  
by State of destination.

State of destination

(none)

*JCH*  
*7/19/43*



1. Resolution in favor of above (attached with letter)  
by County and State of Louisiana

County and State of Louisiana

State of Louisiana, Parish of --

2. Resolution in favor of above (attached letter)  
by State of Louisiana

State of Louisiana

(none)



T E L E T Y P E

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.

Manzanar, California  
July 26, 1943

Ending Saturday, July 24, 1943: Seasonal Leave - 407;  
Short-term Leave - 20; Indefinite Leave - 790; and Total  
Leaves - 1217. Project Population - 8742.

EDWIN H. HOOPER  
ACTING PROJECT DIRECTOR

TEH:eh

*TEH*

1951

UNITED STATES DEPARTMENT OF THE ARMY  
WASHINGTON, D. C.

OFFICE OF THE ADJUTANT GENERAL  
WASHINGTON, D. C.

ADJUTANT GENERAL'S OFFICE  
WASHINGTON, D. C.

ADJUTANT GENERAL'S OFFICE  
WASHINGTON, D. C.



ADJUTANT GENERAL'S OFFICE  
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ADJUTANT GENERAL'S OFFICE  
WASHINGTON, D. C.

ADJUTANT GENERAL'S OFFICE  
WASHINGTON, D. C.

WAR RELOCATION AUTHORITY  
Manzanar, California  
July 26, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite leave for week ending July 24, 1943.

1. Total number of evacuees on seasonal work and indefinite leave end of previous week. - - - - - 1212
  - a. On seasonal work leave - - - - - 455
  - b. On indefinite leave - - - - - 777
  
2. Total number of evacuees leaving project on seasonal work leave and indefinite leave during the preceding week. - - - - - 18
  - a. On seasonal work leave - - - - - 6
  - b. On indefinite leave - - - - - 12
  
3. Leave changes during the preceding week.
  - a. Deduction in count of seasonal work leave due to granting of indefinite leaves. - - - - - (-)2
  - b. Addition in count of indefinite leaves due to granting of indefinite leaves. - - - - - (+)2
  
4. Total number of evacuees returning to project from seasonal work leaves and indefinite leaves during the week. - - - - - (-)33
  - a. From seasonal work leave - - - - - (-)32
  - b. From indefinite leave - - - - - (-)1
  
5. Total number of evacuees on seasonal work and indefinite leave end of week. - - - - - 1197
  - a. On seasonal work leave - - - - - 407
  - b. On indefinite leave - - - - - 790

6. Breakdown in item a2 above (seasonal work leave),  
by County and State of destination.

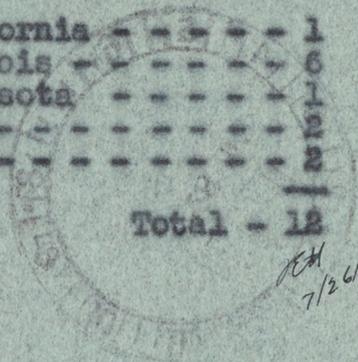
COUNTY and STATE of destination

Malheur County, Oregon	- - - -	5
Box Elder County, Utah	- - - -	1
		<u>        </u>
Total	- - - -	6

7. Breakdown in item 2b above (indefinite leave),  
by State of destination.

STATE of destination

California	- - - -	1
Illinois	- - - -	6
Minnesota	- - - -	1
Ohio	- - - -	2
Utah	- - - -	2
		<u>        </u>
Total	- - - -	12



*EAH*  
*7/26/43*



*[Faint, illegible text, possibly bleed-through from the reverse side of the page]*

WAR RELOCATION AUTHORITY  
Manzanar, California  
August 2, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite leave for week ending July 31, 1943.

1. Total number of evacuees on seasonal work and indefinite leave end of previous week. - - - - - 1197
  - a. On seasonal work leave - - - - - 407
  - b. On indefinite leave - - - - - 790
  
2. Total number of evacuees leaving project on seasonal work leave and indefinite leave during the preceding week. - - - - - 12
  - a. On seasonal work leave - - - - - 1
  - b. On indefinite leave - - - - - 11
  
3. Leave changes during the preceding week. - - - - - (-)1
  - a. Deduction in count of seasonal work leave due to granting of indefinite leaves. - - - - - (-)3
  - b. Addition in count of indefinite leaves due to granting of indefinite leaves. - - - - - (+)2
  
4. Total number of evacuees returning to Project from seasonal work leave and indefinite leave during the week. - - - - - (-)1
  - a. From seasonal work leave - - - - - 0
  - b. From indefinite leave - - - - - (-)1
  
5. Total number of evacuees on seasonal work and indefinite leave end of week. - - - - - 1207
  - a. On seasonal work leave - - - - - 405
  - b. On indefinite leave - - - - - 802



6. Breakdown in item 2a above (seasonal work leave),  
by County and State of destination.

COUNTY AND STATE OF DESTINATION

Idaho Falls County, Idaho - - 1  
Total - - 1

7. Breakdown in item 2b above (indefinite leave),  
by State of destination.

STATE OF DESTINATION

Colorado - - - - - 2  
Illinois - - - - - 5  
New York - - - - - 1  
Ohio - - - - - 2  
Utah - - - - - 1  
Total - 11



*WCH*  
*8/2/43*



T E L E T Y P E

Mr. Dillion S. Myer  
Director  
War Relocation Authority  
Barr Building  
910 - 17th Street  
Washington, D. C.

Manzanar, California  
August 2, 1943

Ending Saturday, July 31, 1943: Seasonal Leave - 405;  
Short-term Leave - 20; Indefinite Leave - 802; and Total  
Leaves - 1227. Project Population - 8738.

RALPH P. MERRITT  
PROJECT DIRECTOR

TEH:eh

~~Miss G. B. ...~~  
Ellen Vaughn  
CONFIRMATION COPY



WAR RELOCATION AUTHORITY  
Manzanar, California  
August 9, 1943

TO: Director, WRA, Washington  
Attention: Chief of Employment Division

FROM: Ralph P. Merritt, Project Director

SUBJECT: Special weekly report on seasonal work and indefinite leave for week ending August 7, 1943.

1. Total number of evacuees on seasonal work and indefinite leave end of previous week. - - - - - 1207
  - a. On seasonal work leave - - - - - 405
  - b. On indefinite leave - - - - - 802
  
2. Total number of evacuees leaving project on seasonal work leave and indefinite leave during the preceding week. - - - - - 14
  - a. On seasonal work leave - - - - - 2
  - b. On indefinite leave - - - - - 12
  
3. Leave changes during the preceding week. - - - - - (-)1
  - a. Deduction in count of seasonal work leave due to granting of indefinite leaves. - - - - - (-)5
  - b. Addition in count of indefinite leave due to granting of indefinite leaves. - - - - - (+)4
  
4. Total number of evacuees returning to project from seasonal work leave and indefinite leave during the week. - - - - - (-)1
  - a. From seasonal work leave - - - - - 0
  - b. From indefinite leave - - - - - (-)1
  
5. Total number of evacuees on seasonal work and indefinite leave end of week. - - - - - 1219
  - a. On seasonal work leave - - - - - 402
  - b. On indefinite leave - - - - - 817

6. Breakdown in item 2a above ( seasonal work leave ), by County and State of destination.

COUNTY AND STATE OF DESTINATION

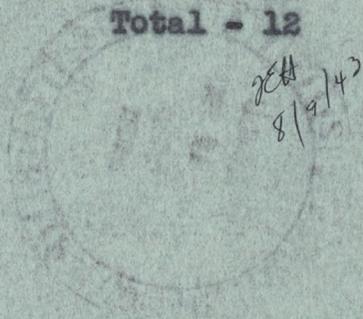
Wasatch County, Utah - - - - - 2

7. Breakdown in item 2b above ( indefinite leave ), by State of destination.

STATE OF DESTINATION

Illinois - - - - - 3  
Ohio - - - - - 4  
Utah - - - - - 5

Total - 12





COPIES - 10  
DATE - 11 1948  
TIME - 11 1948

PHILADELPHIA PA

- 1. ...
- 2. ...
- 3. ...
- 4. ...

April 27, 1943

NEW RESETTLEMENT OPPORTUNITIES  
(Call at Relocation Office 1-2-2)

TYPE OF JOB	ADDRESS	SEX	EXP.	WAGES & REMARKS
Domestic	Springfield, Ohio	epl or w/child		\$200 to live on farm
Domestic	Ames, Iowa	4 Females	Required	\$ 10. wk. homes of Prof.
Domestic	Kansas City, Mo.	1 Female	General	\$ 8. to \$15. wk.
Domestic	Kansas City, Mo.	Family	General	\$125. to \$135. mo.
Domestic	Kansas City, Mo.	Couple		\$150. a month
Domestic	Wayzata, Minn.	Couple		\$135. a month
Domestic	Columbus, Ohio	Female		\$ 7. per wk.
Domestic	South Bend, Ind.	Female	Good Train.	\$15. a wk.
Domestic	Chicago, Ill.	Female		\$ 15. to \$18. wk.
Domestic	Northbrook, Ill.	Female		\$ 15. to \$20. wk.
Domestic	Rockford, Ill.	Male or couple		\$ 30. to \$35. wk.
Domestic	Rockford, Ill.	Female	Cooking	\$ 15. to \$20. wk.
Welders	Salt Lake City	Males	Practical	\$ .70 to \$1.00 hr plus 1½ overtime.
Welders & Mechanic	Cleveland, Ohio	Male	Required	\$1.00 hr. plus 1½ overtime.
Machinist	Chicago, Ill.	Male	Trade sch.	\$ .65 per hour
Industry wk.	Chicago, Ill.	Male		\$1. 25 hr.
Cleaning & Dyeing	Salt Lake City, Utah	Male or Female	Exp. or Inexp.	Union wage
Cleaning & Dyeing	Chicago, Ill.	Male or Female	Des. but not nec.	\$18. to \$20.50 plus lunch
Restaurant	Chicago, Ill.	Male or Female	Des. but not nec.	\$75. to \$85. plus meal--lunch
Linen girl	Chicago, Ill.	Female	Desirable	\$75. plus meals
Dishwashing	Chicago, Ill.	4 Males		\$25. wk. plus meals
Nurse	Cincinnati, Ohio	Female	Qualified	Good
Secretary	Cincinnati, Ohio	Female	Qualified	Good
Telotype operator	Rockford, Illinois	2 Females	Trained	\$80. to \$115. mo.
Produce Mgrs.	Chicago, Illinois	30 Males	Exp.	\$25. wk. plus 1% of sales
Greenhouse grower	St. Clair, Mich.	2 Males	Required	\$35. a week
Greenhouse grower	Chicago, Ill.	4 Males	Required	\$30. a week
Farm	New York City	Couple		\$100. a month

CIVIL SERVICE

FEDERAL CIVIL SERVICE EXAMINATIONS OF ALL TYPES ARE NOW OPEN FOR EVACUEES. ALL PEOPLE INTERESTED PLEASE REGISTER WITH MR. DICK MATSUI AT RELOCATION OFFICE IMMEDIATELY.

A REPRESENTATIVE OF THE CIVIL SERVICE COMMISSION WILL BE IN MANZANAR THURSDAY, FRIDAY AND SATURDAY APRIL 29, 30 & MAY 1. REGISTER AT ONCE WITH DICK MATSUI AT RELOCATION OFFICE.