

M 1.65

67/14  
c

## SUGGESTED PROCEDURE FOR HANDLING LEAVE APPLICATIONS

### A. At Relocation Center

1. Establish at each relocation center a Committee on Leave composed of the project attorney and a representative of the Employment Division and the Community Management Division.
2. All applications for leave will be filed with this Committee.
3. The Committee will assign responsibility for making an investigation of an applicant for leave to one of the Committee members. Only in connection with indefinite leave is a formal investigation necessary. All applications for such leave should be investigated and handled as follows:
  - (a) The applicant should be personally interviewed in all cases, and if it is thought necessary, other persons should be interviewed in connection with the application.
  - (b) The necessary copies of Form WRA-26 should be filled out and also the copies of WRA-71 (to be modified).
  - (c) A report will be made back to the Committee which will make a recommendation to the Project Director. The Project Director will adopt or reject this recommendation and forward it to the Regional Director.
4. Evacuees who do not have jobs outside the Centers, but who wish to leave the Centers for private employment, will notify the Leave Committee. These applications will be treated in the same manner as applications for indefinite leave.
5. All applications will be promptly investigated and forwarded to the Regional Director.

### B. At Regional Office

1. The Regional Director will centralize the clearance of leave matters in one place. Employment leave will be referred to the Employment Division.
2. Further investigation of the applicant will be made if it is thought desirable that this should be done. For instance, references may be checked, and there may be additional interviews. In all cases a record check will be made of the applicant with one of the intelligence agencies - F.B.I., or Naval or Military Intelligence organizations. If thought desirable a check may also be made on the prospective employer. If the F.B.I. facilities are used the records must be sent to Washington. Other intelligence organizations may be communicated with directly from the Regional Office.

3. When applicant's destination is within the region, contacts with local officials, etc. designed to check on community feeling will be made by the Regional Director of that region. When the locality is in another region, the locality contacts will be made by the Regional Office for that region. When the locality is not within any of the three regions the local contacts will be made by the Washington office.

General

1. Emphasis should be put on fast action in order that there be no long delays in the procedure.
2. If possible the checking with the intelligence service, and the clearance on the locality, should go forward as soon as the application is filed.
3. The setting up of a register of evacuees who are interested in outside employment and the clearance of the individual in advance will greatly facilitate the relocation of these people in outside employment.

*Copy*

WAR RELOCATION AUTHORITY  
CENTRAL REGION

Heart Mountain Relocation Project  
Heart Mountain, Wyoming

MEMORANDUM

April 21, 1943

TO: Mr. Minejiro Hayashida, Chairman, Council of Block Chairmen  
FROM: Joe Carroll, Chief of Employment Division  
SUBJECT: Leave Regulations

This is in reply to your memorandum of April 5, 1943, in which you request answers to questions in order to clarify leave regulations.

There follows a list of answers to the questions which you have asked:

1. Q. How many types of leave permits does WRA issue? Please define and state the differences.
  - A. There are three types of leave permits:
    - (1) Short-term leave to permit an evacuee a leave for a period of time in order to attend to affairs requiring his presence outside. This leave is not intended to permit an evacuee to accept employment outside the area and shall not be issued in anticipation of granting of an indefinite leave. This leave is primarily intended for the purpose of handling business affairs, in cases of illness or attending funerals. It may be granted for a period of thirty days with an additional thirty days extension, provided substantial evidence is furnished which will warrant such an extension.
    - (2) Seasonal work leave to permit evacuees to accept farm or seasonal work. The primary purpose of this leave is to permit an evacuee or evacuees to engage in seasonal work, either singly or in groups, which is usually agricultural work, but it may also be used for the purpose of other seasonal work, such as railroad work as well as temporary jobs that do not have the potentiality to develop into any degree of permanency. This leave may be granted for a period of time not to exceed seven months from date of issuance and the evacuee must return to the Center within thirty days of expiration of such employment but in no event, longer than seven months, except when the authorized relocation officer extends the

leave in recurring periods of not more than sixty days if the work is not completed or if the evacuees obtains some other job of similar character. Evacuees may not, on this type of leave, change to other types of employment. The leave permit further provides that they must remain within the confine of the location or community for which the leave was issued. Regulation provides under this type of leave that the employer furnish transportation and meals both to and on return from the place of employment, except in case where an evacuee terminates the employment on his volition in less than sixty days when such employment would have existed at least sixty days or longer. In this case, the evacuee must return and furnish his own transportation and meals. Any other travel or acceptance of other employment, other than employment of similar character must first be approved by an appropriate relocation officer or the Project Director from the project which the leave was issued.

- (3) Indefinite leave to permit an evacuee to leave the Center for the purpose of relocation on the acceptance of employment or the establishment of business, farming, where financially able, or to join members of the family or relatives who are already on indefinite leave or the purpose of marrying.

2. Q. Who authorizes a seasonal leave permit? How long must the applicant wait?

- A. (1) The Project Director authorizes a seasonal permit.  
(2) The applicant must wait from two to at least five days, depending upon the conditions upon which the job offer is received. If the job offer has the approval of the United States Employment Service Office and the community in which the employment exists has been cleared by the WRA as to the Sentiment, it merely requires the processing of documentation. If the above requirements have not been met, before documentation can be processed, it requires these two clearances.

3. Q. Are all evacuees entitled to seasonal leave permits?

- A. (1) All evacuees are not entitled to seasonal leave permits.  
(2) Those not entitled to seasonal leave permits are:  
(a) Those who have failed to register  
(b) Those who have failed to answer Question 28 on Form 304A or Form 126R-Revised, the original question or the substitute question in an unqualified affirmative.  
(c) Persons who have made requests for repatriation or expatriation.

3--continued--Leave Regulations

4. Q. Who pays the traveling expenses to and from a job on seasonal leave?
- A. The employer. See question 1, item 2 under answer.
5. Q. If a person on seasonal leave quits or is discharged from a job, will he be allowed to return to the Center immediately?
- A. Yes.
6. Q. If a worker on seasonal leave becomes ill, who pays the expenses for doctor and hospital? If he desires to return to the Center, who pays his traveling expenses? Will he be admitted to the Center hospital?
- A. (1) The employee would be responsible for the costs involved from illness. If he is unable to pay for this himself, he may secure assistance from the Social Security Board through the Local Department of Public Welfare.
- (2) If he has been employed for a period of sixty or more days, the employer would be required to pay the expenses for return. If less he would have to pay the expenses himself or from assistance through the Social Security Board, Department of Public Welfare.
- (3) On return to the Center, he would be permitted to enter the Center hospital.
7. Q. Can a person on seasonal leave extend the term beyond the specified period?
- A. The seasonal leave permit may be extended for recurring periods of sixty days until the job is completed.
8. Q. Can a person on seasonal leave change his status to that of indefinite leave? If so, to whom will we make application?
- A. Yes. He should make a request to the Project for an indefinite leave.
9. Q. Can a person on seasonal leave change his job?
- A. Yes, if he accepts another job of similar character and he must abide by the conditions set forth on his seasonal leave permit.
10. Q. Who issues an indefinite leave permit? How long must the applicant wait?
- A. (1) Indefinite leave permits are issued by both the Project Director and the Director. The Project Director issues indefinite leaves to all persons eligible for leave permits except in the case of persons whose place of employment or relocation is in the Eastern Defense

4--continued--Leave Regulations

Command and in the case of parolled aliens, which case must be approved by the Director in Washington.

(2) An applicant must wait from two to at least seven days depending upon the conditions under which the job offer has been received and whether or not it is in the authority of the Project Director or the Director.

11. Q. Are all evacuees entitled to obtain an indefinite leave permit? If not, to whom will this privilege be denied?
- A. (1) All evacuees are not entitled to obtain an indefinite leave permit.
- (2) Those denied indefinite leave permits are:
- (a) Persons failing to register
  - (b) Persons who failed to answer Question 28 on 304A or 126R-Revised, in an unqualified affirmative.
  - (c) Persons requesting repatriation or expatriation.
  - (d) Other persons who have had their indefinite leave clearances suspended temporarily.
12. Q. Can a parolee obtain indefinite leave permit? Is he required to file a special application to FBI?
- A. (1) A parolee may obtain an indefinite leave permit, but it is required that approval be granted by Washington.
- (2) He is not required to file special application to the FBI.
13. Q. Who pays the traveling expenses on indefinite leave?
- A. Normally, the evacuee pays traveling expenses. (Refer to Question 14.)
14. Q. Does the WRA give assistance to a person who has no funds to pay for the traveling expenses to his job? If so, what will be the specific amount of such grant?
- A. The WRA will assist evacuees who have no funds to the extent of coach fare, subsistence enroute, and some cash for living expenses. (Refer to question 15.)
15. Q. Will WRA grant subsistence until a person is able to earn his living? If so, what specific amount?
- A. A wage earner who has no funds is eligible to receive \$50 for himself and \$25 each to other members of his family, not to exceed two.

5--continued--Leave Regulations

16. Q. For example, if a family of six with the head of family as a sole wage earner, had \$50 in their pocket, what is the exact amount of grant this family will receive from the WRA? Please show the process of computation.

A. The family of six going to Chicago, Illinois, would be computed for cash grant as follows:

\$226.74	Coach fare to Chicago (6 persons)
18.00	Subsistence (6 people, 3 meals each)
100.00	Cash grant
<u>\$344.74</u>	Total
50.00	Cash on hand
<u>\$294.74</u>	Cash grant due evacuee

In the question, the amount is shown as "\$50 in their pocket." This procedure and regulation should not be construed to mean only actual cash, but should include for the purpose of deduction, cash resources in addition to cash on hand. This could be bank accounts, savings accounts, negotiable bonds or stock and other sources.

17. Q. Is it necessary for all members of family to leave the Center at the same time in order to receive a cash grant?

A. It is not necessary for all members of a family to leave the Center at the same time in order to receive the cash grant.

18. Q. Who pays for the transportation of baggages and household goods? If WRA grants an assistance, to what extent?

A. WRA will pay up to 500 pounds of freight after advantages have been taken of the privilege of checking 150 pounds per person on the railway ticket.

19. Q. For example, a family of six had baggages and furnitures amounting to 2,000 pounds. On what amount of weight will this family pay?

A. The family will have to pay for 600 pounds.

20. Q. Which office, specifically, will handle transportation of baggages from the Center to new place of employment? Property division or Mr. Lane's office? Who is in charge of arrangements?

A. Persons having baggage which is to be handled through the WRA should contact Mr. Porter, in charge of Evacuee Property Control section, Project Attorney's Office, where they complete Form 156. This form is then approved by Mr. Robertson and is routed by the Property Control Section to Mr. Lane's office, Transportation and Supply.

6--continued--Leave Regulations

21. Q. Can a person on indefinite leave return to the Center? If so, on what condition?

A. An evacuee on indefinite leave may return to the Center under the following conditions:

(1) If the evacuee has lost his position through no fault of his own and can find no other suitable employment.

(2) If illness incapacitates the evacuee.

(3) If the evacuee is economically unable to support himself and his dependents.

(4) If changing local community sentiment makes it inadvisable for the evacuee to remain.

22. Q. Where will an application for return permit be filed?

A. An application for residence in the Center after return is to be made to Mr. Embree of the Housing Department.

23. Q. Can a person obtain an indefinite leave without an employment offer provided that he has sufficient funds to take care of himself? If so, what amount would be considered as sufficient?

A. A person can obtain an indefinite leave without employment if he is financially independent. Sufficient cash assets with which the applicant would be able to enter the business of his choice would be considered grounds for release.

24. Q. Will the freedom of niseis on indefinite leave be restricted by any special wartime regulations which is not applicable to Caucasian American? If so, what and why?

A. Freedom of niseis on indefinite leave is not restricted in any way, except that approval must be secured from the Western Defense Command before they may enter the prohibited areas, Military Area No. 1 and 2.

25. Q. Will the freedom of a person on seasonal leave be restricted? If so, to what extent?

A. The movement of persons on seasonal leave is restricted to the county or locality in which his job is located.

26. Q. Will the enemy alien status apply to Isseis on indefinite leave? If so, please state all the restrictions, including curfew regulations, travel restrictions, and contraband regulations.

- A. Yes, the enemy alien status will apply to Isseis on indefinite leave. The procedure is that aliens being released from the Center granted a short-term, seasonal or indefinite leave permit, as the case may be, a copy of the permit is sent to the United States District Attorney of the Judicial District, in which the aliens destination is located. The alien will be informed that any subsequent travel within the terms of the leave may take place only with the permission of the United States Attorney in accordance with the current regulations of the Department of Justice. In addition, the Project Director shall arrange for the alien to notify the Immigration and Naturalization Service and the Federal Bureau of Investigation of his change of address in accordance with the Department of Justice regulations controlling the conduct of the enemy alien, except in the case of a short-term permit. The two latter notices are to be mailed to the Alien Registration Division of the Immigration and Naturalization Service and to the Federal Bureau of Investigation at the address shown in the Alien Certificate of Identification. After such notification has been made and when any subsequent travel is performed, the alien will also be required to inform these two departments of such change of address.
27. Q. Will a ration card be issued to a person on seasonal or indefinite leave? If so, when and where?
- A. Ration books will be issued to persons before they depart from the Center on seasonal or indefinite leave by the Leave Officer.

SUBJECT: Tentative Procedure for Employment of Evacuees Outside  
Relocation Areas

The following procedure for employment of evacuees outside relocation areas will be observed in the Central Region pending issuance of regulations on the subject by the Director of the War Relocation Authority. (The Central Region includes Wyoming, Colorado, New Mexico, North Dakota, South Dakota, Nebraska and Kansas.)

- I. All recruitment of evacuees for employment within the Central Region will be handled through the office of the Regional Director of the War Relocation Authority, Kittredge Building, Denver, Colorado. This office also will be responsible for supervising all employment of evacuees within the Region.
- II. The employer will submit an offer of employment (Form C-WRA-70) to the nearest U. S. Employment Service office. The employer or a responsible company or other organization, such as a sugar company or a potato or bean growers marketing association, will also execute and submit to the U. S. Employment Service office an agreement to pay transportation costs to and from the place of employment of the workers to whom the employment is offered (Form C-WRA-71). The U. S. Employment Service will certify that there is a need in the employment locality for the workers offered employment and that the wages offered are not less than the prevailing wage rates of the locality for similar work. The offer of employment and agreement to pay transportation costs will then be transmitted to the Regional Director, War Relocation Authority, Kittredge Building, Denver, Colorado.
- III. If more than ten workers are needed, or if the form bears the name of a sugar or other organization, such as a potato growers or a bean growers marketing association, the offer will be considered for work group employment. Otherwise, the offer will be for individual employment.
- IV. The Regional Director is responsible for determining that the terms of employment, working and living conditions, etc. are met; that the assurances of protection by state and local officials are provided in the case of work group employment; and that the destination is one to which the workers can safely go. The Regional Employment Officer may obtain the assistance of the U. S. Employment Service or other agency in this connection.

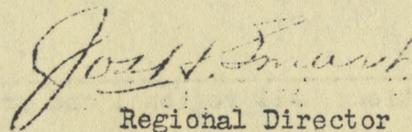
---

Distribution: All regional and project staff members

8/28/42

(Sheet 1)

- V. The offers for work group employment for a particular locality will be considered an employment project and no evacuee shall be permitted to leave a relocation center to participate in group work in the locality until after the project has been approved by the Regional Director. When the Regional Director approves a project he will approve a work group leave statement (Form C-WRA-72) and transmit it to the Project Director.
- VI. The Project Director shall be responsible for recruiting workers who desire to accept outside employment. When several offers of work group employment are submitted through a company or organized group, a representative of such company or group may be permitted to visit the project and discuss the shortage of labor in the area and the need for workers, and arrange with the Project Director and the Project Employment Officer for recruitment, leave periods, travel, etc.
- VII. Any evacuee who desires to accept an offer of employment may do so by signing an agreement under "Acceptance". In the case of work group employment, the evacuee shall submit to the Director an application to participate in a work group (Form C-WRA-73). In the case of individual employment the evacuee shall submit to the Project Director an application for individual work leave on Form C-WRA-74. No evacuee shall be permitted to leave a relocation center for individual employment until after his application for individual work leave is approved by the Regional Director.
- VIII. The Project Director shall be responsible for investigating each worker who accepts outside employment. He shall issue a leave (Form C-WRA-75) to each such worker except where there is reasonable cause to believe that he is disloyal to the United States or potentially dangerous to the peace and security of the United States; and except where the Regional Director has not approved his application for individual work leave, or a work group leave statement in connection with his application for leave to participate in a work group.
- IX. When any alien is issued a leave the Project Director shall send a copy of the leave to the United States Attorney for the judicial district into which the alien proposes to go. In addition, if such alien has been paroled by order of the Attorney General he shall be required to report in person to such United States Attorney, and he shall be subject to the conditions of parole prescribed by or pursuant to the authority of the Attorney General; and these requirements shall be stated as special conditions in the leave issued to him. Any other applicable regulations of the Department of Justice with respect to the travel and conduct of aliens shall be complied with.

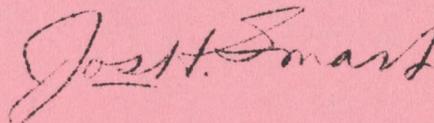
  
Regional Director

CENTRAL REGION - CIRCULAR LETTER NO. 8

SUBJECT: Priorities of Labor Needs.

The following general priorities in the order listed will govern the assignment of evacuee labor and the granting of employment leaves:

- I. Work on the projects of a strictly emergency nature, such as the insulation of homes, construction of furniture needed immediately, maintenance of property, and employment in health, sanitation, police activities, etc.
- II. Activities contributing to immediate or long-time subsistence needs, agricultural or otherwise, such as the production of food to be consumed on relocation projects, construction of needed buildings, equipment, etc.
- III. Off-site emergency employment which contributes directly to the war effort, such as assistance in harvesting needed food crops or in vital war industries where there are labor shortages.
- IV. Off-site employment which may permit the evacuees with their families to leave the project for extended or indefinite periods. Preference here will also be given to employment in war activities.
- V. Project work of non-emergency or non-subsistence type, such as subjugation of land and programs for producing food and other articles beyond subsistence needs.
- VI. Public works programs.



Regional Director

---

Distribution: All regional and project staff members

\_\_\_\_\_ 1942

The undersigned, hereinafter referred to as the Employer, hereby offers to hire \_\_\_\_\_ workers for the performance of work as hereinafter described.

The Employer represents and agrees with respect to said employment:

I. The Employer is the owner (or lessee) of a (\_\_\_\_\_ acre farm) (\_\_\_\_\_ room house) located in or near the City of \_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_. He is now growing the following crops in connection with which he will need the above workers.

- a. \_\_\_\_\_ acres of \_\_\_\_\_, estimated to be matured and ready for harvest on or about \_\_\_\_\_ 1942, and to produce \_\_\_\_\_ per acre.
- b. \_\_\_\_\_ acres of \_\_\_\_\_, estimated to be matured and ready for harvest on or about \_\_\_\_\_ 1942, and to produce \_\_\_\_\_ per acre.

He has the following other work to be done (give full details, including dates on which such work is to be begun and how long it will continue): \_\_\_\_\_

---



---



---



---

II. The Employer agrees to hire the workers and agrees that they may begin the work described above on or about the \_\_\_\_\_ day of \_\_\_\_\_, 1942. The Employer represents that this employment will continue until about the \_\_\_\_\_ day of \_\_\_\_\_ 1942.

Following the arrival of the workers and the beginning of the work, the Employer agrees that he will provide reasonably continuous employment until the work is completed.

III. The Employer agrees to pay wages as follows:

- a. For agricultural work \_\_\_\_\_
- b. For other work \_\_\_\_\_

The Employer represents that these wages are not less than the prevailing wages in the locality and not less than any minimum wage required by law. Total wages

earned by any worker shall be due and payable upon the expiration or termination of this agreement as to such worker. Upon request of any worker, the Employer will make reasonable advances to him for living expenses not provided for herein.

IV. The Employer agrees to furnish to the worker the following food and living facilities (describe each item in detail and specify whether the item will be furnished in addition to wages and without cost to or deductions from the wages of the workers. If the item will be furnished with cost to or deductions from the wages of the workers, show the amount of such cost or wage deductions for the item):

a. Food \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. Housing \_\_\_\_\_  
\_\_\_\_\_

The Employer represents and agrees that the above-described housing is rain-proof, has a wooden or \_\_\_\_\_ floor, has \_\_\_\_\_ rooms, and is situated on a well-drained site. Said housing shall be furnished with and contain the following equipment and facilities: \_\_\_\_\_ chairs; \_\_\_\_\_ stoves; \_\_\_\_\_ beds; dishes and cooking utensils \_\_\_\_\_; and other equipment described as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. Sanitary facilities: \_\_\_\_\_  
\_\_\_\_\_

d. Water supply: \_\_\_\_\_  
\_\_\_\_\_

The Employer represents that adequate water for drinking, cooking, and bathing will be available at a distance not greater than one-quarter mile from the workers' housing.

V. The Employer agrees to provide, if the workers so request, transportation for the workers from the place of employment to the nearest shopping center and return at least once each week.

VI. The Employer represents that there is a physician located \_\_\_\_\_ miles distant from the place of employment, and a hospital located \_\_\_\_\_ miles distant. In the event of illness or injury, the Employer will immediately transport the worker to such physician or hospital, but he assumes no liability for costs of medical care.

VII. This Offer of Employment is made with the understanding that when accepted by the workers, it shall constitute a binding agreement subject to the following conditions:

- a. That the work will be performed in a good and workmanlike manner.
- b. That strikes, major accidents, Acts of God and other causes beyond the control of the parties hereto which prevent the Employer or the workers from performance of this agreement shall excuse the respective parties from performance. Actions of the War Relocation Authority which prevent the workers from performance of this agreement shall be construed as coming within the scope of "other causes beyond the control of the parties hereto."
- c. That anyone who is a party to this agreement may withdraw therefrom upon five days' notice, and the agreement shall terminate as to such party on the day of his withdrawal.

Signed _____	_____
Employer	Address
Signed _____	_____
Employer	Address
Signed _____	_____
Employer	Address
Signed _____	_____
Employer	Address
Signed _____	_____
Employer	Address

Form C-WRA-71

AGREEMENT TO PAY TRANSPORTATION COSTS OF WORKERS

The undersigned agrees to pay transportation costs of the workers to whom employment is offered in the above Offer of Employment, dated \_\_\_\_\_, 1942, from the \_\_\_\_\_ Relocation Center to the place of their employment and return to said Center, and to supply them with meals during the period of such transportation.

It is understood that execution of this agreement is one of the conditions upon which the workers shall be allowed to leave the Relocation Center for employment outside the Center.

Signed _____	_____
Name	Address

The foregoing Offer of Employment was received in the \_\_\_\_\_ City

\_\_\_\_\_ Office of the United States Employment Service on the  
State

\_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_, and forwarded to the Regional Director, War

Relocation Authority, Denver, Colorado on the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_\_.

The labor conditions in the locality of the proposed employment have been investigated and there (is) (is not) need in the locality for the workers to whom employment is offered. The wage offered the workers (is) (is not) less than the prevailing wage for similar work in the locality.

Signed \_\_\_\_\_  
Manager

Note! The Offer of Employment must be filled out and signed in at least two copies. The Employer should keep one copy and hand the second copy to the local office of the U. S. Employment Service for transmittal to the War Relocation Authority.

ACCEPTANCE

The undersigned workers hereby accept the foregoing Offer of Employment and agree to perform the work therein described in a good and workmanlike manner. This acceptance is given with the understanding that it constitutes a binding agreement, subject to the right of any party to withdraw from the agreement at any time upon five days' notice. The agreement will terminate as to any party who withdraws from it on the date of such withdrawal.

Signed \_\_\_\_\_  
Name of worker Address Date

WAR RELOCATION AUTHORITY

AGREEMENT TO PAY TRANSPORTATION COSTS OF WORKERS

The undersigned agrees to pay transportation costs of the workers to whom employment is offered in the Offer of Employment dated \_\_\_\_\_ 1942, and signed by \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

from the \_\_\_\_\_ Relocation Center to the place of their employment and return to said Center, and to supply them with meals during the period of such transportation.

It is understood that the execution of this agreement is one of the conditions upon which the workers shall be allowed to leave the Relocation Centers for employment outside the Centers.

Signed \_\_\_\_\_  
Name Address

WAR RELOCATION AUTHORITY

Central Region

WORK GROUP LEAVE STATEMENT

To: \_\_\_\_\_  
\_\_\_\_\_

You are authorized to issue leaves to \_\_\_\_\_ (number)  
workers requested for employment at \_\_\_\_\_ (locality)  
for the following work: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The periods of such leaves will be from \_\_\_\_\_ 19\_\_  
to \_\_\_\_\_

The assurances and agreements required in connection with  
the above employment project have been obtained. Arrangements for  
the transportation, housing and subsistence of the workers are set  
forth in the offer of employment and agreement to pay transporta-  
tion costs of workers attached hereto.

Date \_\_\_\_\_ Approved \_\_\_\_\_  
Regional Director

## WAR RELOCATION AUTHORITY

Central RegionAPPLICATION FOR LEAVE  
TO PARTICIPATE IN A WORK GROUP

1. Mr. Mrs. Miss	Last Name	First Name	Middle Name	Family No.
2. Date of Birth	3. Place of Birth	4. Periods Spent in Japan		
5. Have you ever registered with a Japanese or Spanish Consul? Yes ___ No ___ Approximate Date _____ For What Purpose _____				
6. Have you ever applied for repatriation? Yes ___ No ___ Date _____				
7. Present Address Last Permanent Address Before Relocation	Block or Street No.	Center or City	State	
8. Dependents:	(Name)	(Age)	(Sex)	(Relationship)
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I understand and agree that any leave issued in connection with this application under the regulations of the War Relocation Authority will be issued pursuant to the authority of the Secretary of War, and that the violation by me of the conditions or restrictions applicable to such leave will subject me to the penalties provided in the Act of Congress, March 21, 1942 (Public Law 503, 77th Congress).

I further understand and agree that I must notify the Regional Director within three days of any changes which may become necessary in my employer or in the places at which I am to be during the leave period, and that I must return to the \_\_\_\_\_ Relocation Center or such other place as the Director designates when the leave expires.

Date

Signed

## WAR RELOCATION AUTHORITY

Central Region

APPLICATION FOR \_\_\_\_\_ LEAVE

1. Mr. Mrs. Miss	Last Name	First Name	Middle Name
2. Date of Birth	3. Place of Birth	4. Family No.	
Month Day Year	City State Country		
5. Present Address	Block or Street No. Center or City State		
Last Permanent Address Before Relocation			
6. State approximate period or periods spent in Japan, showing dates.			
7. Have you ever registered with a Japanese or Spanish Consul? Yes _____ No _____			
Approximate date? _____ . For what purpose? _____			
8. Have you ever applied for repatriation? Yes ___ No ___ Date _____			
9. Purpose of Leave:			
10. Intended Departure Date	11. Intended Return Date	12. Final Destina- tion	
13. Intermediate Destination:			
14. Method of Transportation and Route to be followed:			
15. Employer:		16. Where Applicant may be Reached During Period of Leave:	
Name	Address	Address	Date
_____	_____	_____	_____
_____	_____	_____	_____

17. Arrangements for Payment of Transportation, Housing, Food, and Other Needs:

18. Dependents: (Name) (Age) (Sex) (Relationship)

Four horizontal lines for entering dependent information.

19. Type of Leave Previously Applied For | 20. Date of Previous Leave Application:

21. Have you ever been arrested? Yes \_\_\_ No \_\_\_ If so, state circumstances and disposition of case

Three horizontal lines for providing details of arrests.

22. If application is for leave of more than 90 days, list the personal property and real property owned by you, showing its location and arrangements for its care and management.

Five horizontal lines for listing property.

23. If application is for Education Leave, have you applied for such Leave through the National Student Relocation Council? Yes \_\_\_ No \_\_\_

I understand and agree that any leave issued in connection with this application under the regulations of the War Relocation Authority will be issued pursuant to the authority of the Secretary of War, and that the violation by me of the conditions or restrictions applicable to such leave will subject me to the penalties provided in the Act of Congress, March 21, 1942 (Public Law 503, 77th Congress).

I further understand and agree that I must notify the Regional Director within three days of any changes which may become necessary in my employer or in the places stated above at which I am to be during the leave period, and that I must return to the Relocation Center or such other place as the Director designates when the leave expires.

Date

Signed

WAR RELOCATION AUTHORITY

Central Region

LEAVE

\_\_\_\_\_

This is to certify that \_\_\_\_\_ of  
 Block No. \_\_\_\_\_ within the \_\_\_\_\_ Relocation Area  
 is allowed to leave such Area on \_\_\_\_\_ 19\_\_\_\_, to go to  
 \_\_\_\_\_ for the  
 following purpose \_\_\_\_\_  
 \_\_\_\_\_, He or she is required to return to  
 such Area not later than \_\_\_\_\_,  
 unless otherwise ordered by the War Relocation Authority.

This leave is issued pursuant to the authority of the Secretary of War, and failure to observe the conditions or restrictions applicable to it shall subject the holder to the penalties provided in the Act of Congress of May 21, 1942 (Public Law 503, 77th Congress). Such conditions or restrictions include the special conditions stated on the reverse side hereof and the conditions that this leave shall not permit entry into a prohibited or restricted area unless the person to whom it is issued obtains a military pass or other authorization before he enters such an area, if it is required by the military authorities, and observes the restrictions applicable to such area; that the holder of this leave will notify the Regional Director of any change for any reason in his employer or in his address; and that this leave shall not permit the holder to be any place except at or enroute to or from the destination stated above.

Date \_\_\_\_\_

Signed \_\_\_\_\_

Hausel, Jerry W.  
Project Attorney

REGULATIONS GOVERNING THE HEART MOUNTAIN

RELOCATION CENTER ENTRANCE GATE

Evacuee Leave Permits

Evacuees should have one of the following Leave Permit Forms:

1. Short term leave, Form WRA 133, 133a, 134 or
2. Seasonal work group, Form WRA 135, 135a, 136 or
3. Indefinite leave permit, Form WRA 137, 137a, 138.

In addition to these forms, the evacuee must present to the gatekeeper a "Notice of Leave" slip indicating that they have actually left the Center. These forms are to be sent immediately to the Employment office.

Leave Form WRA-75 is for authorization passes only and this should be surrendered to the gatekeeper when returning to the Center. Evacuees returning after participation in work group of visit on indefinite leaves and those returning from short term leave will have their permits taken up at the gate by the military police and turned over to the WRA gatekeeper who should forward their names (on Form Notice) to the Employment Division immediately.

Bus Accommodations & Baggage Inspection

Arrangements will be made for the bus to load and unload passengers off the highway at the gate entrance, and evacuees both leaving and returning by the bus shall be checked as to the proper release and travel permit.

Leave permits will not be granted until persons leaving the center on indefinite and seasonal leaves until such persons present a receipt from the housing section indicating the return of any government equipment.

Area Privileges

Evacuees are to be permitted freedom of the Area between the hours of sun up and sun down. Guard towers will be placed on boundaries of the area on the highway. One to be stationed near Corbett by the river bridge and the other at Eagle with Military Police stationed for patrolling purposes. The highway between Corbett and Eagle as well as the roadway from the highway to the gate entrance is not within the Area jurisdiction and shall not be used accordingly.

First Aid

Guard towers will be furnished First Aid equipment for the purpose of rendering first aid to any evacuees needing it.

### Checking of Vehicles

Military guards will continue to be stationed at the main gate for the purpose of checking vehicles in and out.

When a WRA truck is admitted out of the gate the Military Police guard will furnish a wind shield number for said truck. This number will be picked up by the Military Police guard when the truck returns to the gate. This will not affect passenger cars or pick ups where the driver is a member of the appointed personnel and has the white badge.

### Visitor's Passes

Visitors pass WRA-38 will be issued by the WRA gatekeeper or at the Administration office for the following reasons:

1. To further official business of the WRA or other agencies of the Federal, State or Local Governments.
2. For reasons of public relations.
3. For people desiring to visit relatives or friends within the center, either evacuees or employees.

It shall be the responsibility of the WRA gatekeeper to determine whether or not the applicant should be issued a visitor's pass. It is not the Project Director's intention to deny a pass to any person who desires to enter the center on authorized or legitimate business, or to visit friends or relatives, or to Federal, State or local officers or to ministers, welfare workers, etc., when properly vouched for, but it is intended that the WRA gatekeeper shall use good judgment in assuring himself that any of the above or any other worthy applicants are what they represent themselves to be before issuing them a pass and to see that undesirable people do not gain admission.

Visitors should have the visitor's permit Form WRA-38 stating nature of their business, persons they wish to see and time they expect to stay. This permit should be signed by the person seen and surrendered to the Military Police when leaving the center. Visitors should go directly to the person mentioned on the pass. The gatekeeper is to call the person to be visited and give the name of the visitor upon his or her arrival at the gate. If the party to be seen is not in, the visitor should be referred to the proper persons through which his purpose for visiting can be accomplished. Permission must be given by the person to be visited, or his authorized representative, before the visitor is admitted. When the visitor has been passed through the gate, such information should be transmitted to the administration office immediately so that they may know who is entering the project.

Arrangements should be made for visitors in advance of their arrival and the WRA gatekeeper notified of their intended visits through the Administration office or the party the visitor wishes to see.

Outside visitors will be charged subsistence at the rate of \$1.05 per day. Before leaving the center and securing a pass from the gatekeeper said visitor must show a subsistence receipt. Members of the armed forces will be charged 60¢ (sixty-cents) per day.

*Leaves* ✓

WAR RELOCATION AUTHORITY

INSTRUCTIONS TO EVACUEES VOLUNTEERING FOR EMPLOYMENT  
OUTSIDE RELOCATION CENTERS AND ASSEMBLY CENTERS

1. All persons released from Relocation or Assembly Centers for employment outside such Centers are under the jurisdiction of the War Relocation Authority.
2. Upon leaving your Center you are given a "Leave Permit." This permit authorizes you to travel to a certain county and work there. You must not leave this county, except to return to the Center, unless you secure permission from the War Relocation Authority. Failure to observe this requirement will subject you to penalties provided by law. In case of serious illness or injury where the service of a doctor or hospital in another county is needed, an exception to this rule will be made, provided notice is given as soon as possible after leaving the county. If you wish to leave the county to which you are assigned, you should apply to the official of the War Relocation Authority who issued your present Leave Permit.
3. If you change your address and/or employer at any time you should immediately notify the War Relocation official who issued your Leave Permit.
4. The War Relocation Authority has placed no restrictions on your travel within the county to which you are assigned and it does not have any curfew regulations. Such regulations, if any, have been left entirely in the hands of the local authorities who have guaranteed your protection. It is assumed that such regulations will be held to the minimum necessary for your and the community's well-being. Such regulations as are issued must be respected. The county sheriff can advise you on any questions which may arise in this connection. In addition to restrictions which may be imposed by local authorities, designated military zones exist throughout the country. Regulations governing these zones are posted at zone boundaries and must be observed. In the states of California, Washington, Oregon, Arizona, Idaho, Montana, Nevada, and Utah, Public Proclamation No. 3 prohibits the use or possession of firearms, weapons, implements of war or component parts thereof, ammunition, bombs, explosives or the component parts thereof, short-wave radio receiving sets having a frequency of 1750 kilocycles or greater or of 540 kilocycles or less, radio transmitting sets, signal devices, codes or ciphers, or cameras.
5. You have been guaranteed protection by the Governor of the State, by the sheriff, and by other authorities of the county to which you are assigned. If you are molested in any way, immediately notify the sheriff. Your Leave Permit will assist you in identifying yourself to any federal, state, or local official.
6. When several workers sign the same contract, they should elect a "Crew Leader". The Crew Leader should represent his men in dealings with the employer and with the War Relocation Authority.

INSTRUCTIONS TO EVACUEES VOLUNTEERING FOR EMPLOYMENT  
OUTSIDE RELOCATION CENTERS AND ASSEMBLY CENTERS

7. You have accepted a written Offer of Employment from an employer who desires your services. This is a contract. The War Relocation Authority expects the employers to fulfill all their obligations. It also expects you to fulfill yours and to perform the work in a good and workmanlike manner to the best of your ability. Your employer has agreed to pay you prevailing wages. The War Relocation Authority expects employers to pay you the same wages as are commonly paid to other laborers in the locality for similar work. If conditions are not as represented in the Offer of Employment, or if you do not receive prevailing wages, your Crew Leader should ask the employer or his agent (such as the sugar company) to remedy the situation. If this fails, your Crew Leader should report the matter to the United States Employment Service Official in your district, or write directly to the War Relocation Authority, Denver, Colorado.

8. You have the right to terminate your contract with the employer by giving him five days' notice. He has the same right. The War Relocation Authority urges both you and the employer not to terminate the contract before completion without just cause. If you terminate your contract, you should try to make a new contract with another employer within the same county as soon as possible. The United States Employment Service Official in your area or the employer's agent, if any (such as the sugar company), who sponsored your coming to the county might assist you in obtaining new employment. Employment with each new employer should be covered by a new Offer of Employment contract, a signed copy of which should be delivered to the local U.S. Employment Service official for transmittal to the War Relocation Authority. The Offer of Employment form can be secured from the local U.S.E.S. Official.

9. Upon completion or termination of your contract you may enter into a new agreement with another employer. If this new agreement is with an employer in another county or for a period beyond the termination date of your present Leave Permit, you should apply to the War Relocation Official who issued your Permit for an extension of your Leave Permit. Your Leave Permit can be extended so long as you have employment and conditions in the community remain satisfactory. However, the War Relocation Authority reserves the right to recall you to a Relocation Center at any time. Such a recall would be made in case the assurances given by State and County Authorities were broken, or in case your conduct was not in the public interest, or if unusual circumstances should arise in the state or community where you were working. Because the possibility of recall exists, you should be careful about acquiring property which could not be brought back to the Center or disposed of on short notice. It is suggested that you consult your local manager of the U. S. Employment Service before making any long term agreements. He will assist you in making agreements in which your interests will be protected. Whenever you change your address and/or employer it is required that you immediately notify the War Relocation Official who issued your Leave Permit of such change.

10. Your employer or his agent has agreed with the War Relocation Authority to pay the cost of your transportation from the Center and return after completion of the contract. At the end of the employment contract, unless you make a new contract, you will be returned, with all expenses paid, to the Relocation Center or Assembly Center where you previously resided. If you do not have a family at

INSTRUCTIONS TO EVACUEES VOLUNTEERING FOR EMPLOYMENT  
OUTSIDE RELOCATION CENTERS AND ASSEMBLY

the Center where you previously resided, you may secure permission to return to a different Relocation Center designated by the War Relocation Authority. If you wish to return to your Center before completing your employment contract, you may do so at your own expense.

11. Some evacuees may be going out under agreements which they have made to pay part or all of their transportation because they wished to work for a particular employer, or to bring their families, and the employer was not willing to pay the transportation. In such cases, the head of the family must file the following statement with the War Relocation Official who issues their Leave Permit.

"I \_\_\_\_\_, residing in the  
\_\_\_\_\_ Center have accepted  
an offer of employment from \_\_\_\_\_  
at \_\_\_\_\_  
and have agreed to pay the following part of the transportation costs  
to the place of employment \_\_\_\_\_

I hereby agree to pay the costs of return transportation to a Relocation Center for myself and my family if the War Relocation Authority directs me to return.

\_\_\_\_\_  
(Signature)

12. Evacuees living in Relocation Centers have the privilege of leaving their dependents at the Center or of taking them with them when accepting outside employment. In case dependents are left at the Relocation Center NO charge will be made for their subsistence.

13. While the employer has guaranteed to furnish free transportation to proper medical facilities, they will not be expected to furnish free medical services.

*Kouzel*

*F*  
*Leaves*

(DRAFT)

INSTRUCTIONS TO EVACUEES  
ACCEPTING EMPLOYMENT OUTSIDE RELOCATION CENTER

1. Each evacuee employed outside the Center shall notify the Project Director, War Relocation Authority, Heart Mountain, Wyoming, immediately by postal or letter of any change in his address or employer. Evacuees to whom indefinite leaves are issued shall send this notification to the Director, War Relocation Authority, Washington, D. C.

Aliens to whom leaves are issued also must notify the Alien Registration Division, Immigration and Naturalization Service, Department of Justice, Philadelphia, Pennsylvania, and the Federal Bureau of Investigation at the office shown on the alien's certificate of identification, of any change of address or place of employment. Parolees in addition are required to notify the District Parole Officer of the Immigration and Naturalization Service designated on their parolee's agreement of any change of address.

2. Aliens to whom leaves are issued may travel beyond the first designation stated in the leave only with the permission of the U. S. Attorney for the Judicial District in which the first destination is located.

In Wyoming an alien issued a leave may travel anywhere within five miles of the first destination stated in the leave or anywhere within the same sugar beet producing area in which the first destination is located, without obtaining a written permit from the U. S. Attorney. In Colorado an alien may travel anywhere within 20 miles of the first destination without obtaining a written permit from the U. S. Attorney.

If for any reason an alien who has been issued a leave finds it necessary to travel beyond the area described above, he shall apply to the U. S. Attorney for the state in which the first destination stated in his leave is located. Names and addresses of the U. S. Attorneys for Wyoming, Montana, and Colorado are as follows:

U. S. Attorney, Cheyenne, Wyoming;

U. S. Attorney, Billings, Montana;

U. S. Attorney, Denver, Colorado.

3. Evacuees to whom leaves are issued shall not go to any city, town, railway station or right of way, or any other place unless they are authorized to do so by the leave issued to them, or, in the case of aliens, by a written permit from the U. S. Attorney of the Judicial District in which the place is located. If the destination stated in the leave is not adequate, the evacuee

shall notify the Project Director, explaining the reasons therefore, and request that the leave be amended to include such destination as may be necessary.

4. Violation of these conditions shall subject the evacuee to the penalties provided in the Act of May 21, 1942, and shall be cause for revocation of the leave.

orig. a 6



TITLE 32 -- NATIONAL DEFENSE  
CHAPTER 1 -- WAR RELOCATION AUTHORITY  
PART 5 -- ISSUANCE OF LEAVE FOR DEPARTURE FROM  
A RELOCATION AREA.

Pursuant to the provisions of Executive Order No. 9102 of March 18, 1942, the following regulations are hereby prescribed:

Sec.

- §.1 Types of leave.
- §.2 Application for leave.
- §.3 Proceedings upon application for leave.
- §.4 Appeal from disapproval, or from approval with special conditions, of application for leave.
- §.5 Transportation and reports during leave.
- §.6 Extension of leave.
- §.7 Granting of furlough from the War Relocation Work Corps.
- §.8 Restrictions on leave.
- §.9 Expiration of leave and furlough.
- §.10 Definitions
- §.11 Effective Date.
- §.12 Forms

Authority: Sections .1 through .12, inclusive, issued under Executive Order No. 9102, 7 F. R. 2165.

Sec. 5.1 Types of leave. Leaves are of the following types:

a. A short term leave, for not more than thirty days, for attending to affairs requiring the applicant's presence outside the relocation area;

b. A leave to participate in a work group, for employment and residence with a group of center residents outside the relocation area, or for such employment with residence remaining within the relocation area; and

c. An indefinite leave, for employment, education or indefinite residence outside the relocation area.

Sec. 5.2 Application for leave. Any person residing within a relocation center who has been evacuated from a military area or who has been specifically accepted by the War Relocation Authority for residence within a center may apply for leave.

Sec. 5.3 Proceedings upon application for leave.

a. The Project Director may interview an applicant for leave, shall secure a completed individual record on form WRA-26 for the applicant, and shall secure such further information concerning the applicant and the proposed leave as may be available at the relocation center.

b. Short-term leaves shall be issued by the Project Director.

c. Leaves to participate in a work group shall likewise be issued

by the Project Director, but only in the case of such work groups as have been earlier approved by the Director or the Regional Director, and only upon the conditions specified in regulations or instructions issued from time to time.

d. The file on each application for indefinite leave, which shall include the application, all related papers, and the Project Director's findings and recommendations, shall be forwarded by the Project Director to the Director. At the time of such forwarding, the Project Director shall inform the Regional Director of the names of the applicants on whose behalf such files have been forwarded to the Director, with a brief statement, as to each applicant, of the relevant facts and the recommendation made by the Project Director.

e. In the case of each application for indefinite leave, the Director, upon receipt of such file from the Project Director, will secure from the Federal Bureau of Investigation such information as may be obtainable, and will take such steps as may be necessary to satisfy himself concerning the applicant's means of support, his willingness to make the reports required of him under the provisions of this Part, the conditions and factors affecting the applicant's opportunity for employment and residence at the proposed destination, the probable effect of the issuance of the leave upon the war program and upon the public peace and security, and such other conditions and factors as may be relevant. The Director will thereupon send instructions to the Project Director to issue or deny such

leave in each case, and will inform the Regional Director of the instructions so issued. The Project Director shall issue indefinite leaves pursuant to such instructions.

f. A leave shall issue to an applicant in accordance with his application in each case, subject to the provisions of this Part and under the procedures herein provided, as a matter of right, where the applicant has made arrangements for employment or other means of support, where he agrees to make the reports required of him under the provisions of this Part and to comply with all other applicable provisions hereof, and where there is no reasonable cause to believe that applicant cannot successfully maintain employment and residence at the proposed destination, and no reasonable ground to believe that the issuance of a leave in the particular case will interfere with the war program or otherwise endanger the public peace and security.

g. The Director, the Regional Director, and the Project Director may attach such special conditions to the leave to be issued in a particular case as may be necessary in the public interest. The special conditions to be so attached shall be governed by regulations or instructions issued from time to time. Every leave issued under the provisions of this Part shall state the conditions that are applicable thereto.

h. The Project Director shall promptly notify the applicant of the approval of an application, and of any special conditions attached thereto, or

of the disapproval of an application, with a statement of the reasons therefor. In the case where the application for leave has been disapproved, or has been approved subject to special conditions, the Project Director shall advise the applicant of his right to appeal under the provisions of Sec. 5.4 of this Part.

i. An applicant shall be required to arrange with the Project Director, in conformity with the applicable regulations or instructions of the Director, to provide for the support of any dependents of the applicant left in a relocation center.

j. The Project Director may issue, on application, a written authorization to engage in individual work outside the boundaries of a relocation area while continuing to reside in the center. Such a written authorization may be issued to run from day to day until revoked, but shall otherwise be issued upon the same terms, and pursuant to the same forms and procedures, as short-term leaves.

k. The Project Director shall make monthly reports to the Director and the Regional Director concerning all leaves issued or denied. In the case of each denial, the reason therefor shall be stated. In each case where leave has been issued notwithstanding circumstances which could have been made the grounds for denying leave, a statement of the circumstances and the reason for issuing the leave shall be included. In the case of each application for a short term leave, the report shall state the dates, destinations and purposes assigned in the application.

Except as above provided, the report with reference to leaves to participate in a work group may be confined to statistics of the number of persons given leave to go to different work projects. Each such report shall also state the number and, where departure was reported by name, the names of persons who have returned to the relocation center upon expiration of leave.

1. The Project Director shall promptly notify the Regional Director and the Director of the names of any persons who have failed to return to the relocation center upon expiration of leave.

Sec. 5.4 Appeal from disapproval, or from approval with special conditions, of application for leave.

a. Any applicant whose application for a short term or work group leave has been disapproved or approved with special conditions under Sec. 5.3 of this Part may submit to the Project Director, within ten days following receipt of notice of such action, an appeal requesting the Project Director to transmit the appeal and all related papers to the Regional Director. The applicant may submit any supplemental written statement he wishes in support of the appeal.

b. Within five days following receipt of such an appeal, the Project Director shall transmit the appeal and all related papers to the Regional Director, together with any supplemental statement he believes necessary or desirable.

c. Upon receipt of such an appeal, the Regional Director shall, within five days, supplement the Project Director's findings with such additional facts as may be readily available, may make such further investigation in connection with the application as he deems necessary, and shall transmit the papers with his comments thereon, to the Director. The Director will thereupon consider the appeal as if it were a proper original application to him, and will issue instructions for the issuance or denial of the leave in accordance with the provisions of this Part applicable to applications for indefinite leave. The Director will notify the Regional Director and the Project Director of his disposition of the appeal and the Project Director shall notify the applicant accordingly.

Sec. 5.5 Transportation and reports during leave.

a. The Project Director shall provide transportation for the applicant to whom a leave has been issued to the most convenient railroad or bus station. All other necessary transportation shall be arranged for by the applicant and shall not be paid for by the War Relocation Authority. The Authority may, however, make arrangements with employers for transportation connected with group work leaves. The Project Director shall inform any prospective employer or educational institution concerned, the Regional Director, and the Director, of the place and scheduled time of arrival of the applicant at his destination.

b. Every short term leave shall require the center resident to report his arrival and every change of address to the Project Director. Every indefinite leave shall require the person to whom such a leave has been issued to report his arrival, his business or school and residential addresses, and every change of address, to the Director. Reports of changes of addresses shall be required to be made, so far as possible, before leaving any employment, institution or address. The person to whom an indefinite leave has been issued shall further be required to report upon arrival at a new location, and to transmit any further appropriate information concerning his exact business, school and residence addresses promptly upon ascertaining them. The Project Director shall send to the Director reports of all such information received by him.

Sec. 5.6 Extension of Leave.

a. Any center resident to whom a short term leave has been issued may submit to the Project Director of the relocation center in which he resides a written application for an extension of such leave for a specified period, stating in detail his reasons therefor, and any corrections or additions to the information supplied in connection with the original application for leave. Such an application must be submitted in due time for consideration before the original leave expires. There shall be no implied authorization to remain on leave pending disposition of an application for an extension.

b. Extensions of leave shall be issued or denied upon the same grounds and pursuant to the same procedure as applications for original

leave, but no short term leave shall be prolonged beyond a total period of 60 days.

c. The issuance of a leave of one type shall not prejudice an application for leave of another type. A center resident absent from the center under a leave to participate in a work group may apply for a similar leave to work with another group. In cases where the Project Director does not deem further personal interviews with the applicant to be necessary, applications may be made and processed while applicant is absent from the center on leave.

Sec. 5.7 Granting of furlough from the War Relocation Work Corps.

a. Any member of the War Relocation Work Corps to whom a leave has been issued under this Part shall be considered as having been thereby likewise given a furlough from the Work Corps for the period for which the leave was issued, except where such leave is issued to permit him to perform work as a member of the Work Corps outside a relocation area.

b. Any leave which has been issued to a member of the Work Corps shall be evidence of such furlough for the period for which the leave was issued.

Sec. 5.8 Restrictions on leave.

a. No short term leave or work group leave issued under the provisions of this Part shall authorize the person to whom the leave is issued to be present in any place except at, or en route to or from,

a destination stated in the leave, within the dates stated therein. More than one destination may be stated in the leave where necessary. Such destinations shall be defined in terms of towns or counties as accurately as practicable.

b. An indefinite leave may permit travel unlimited except as to restrictions imposed by military authorities with reference to military areas or zones, or may permit only travel within designated states, counties, or comparable areas.

c. Whenever the military authorities of the United States require a pass or other authorization to enter any designated area, no leave shall be issued under the provisions of this Part to permit entry into such area until the required pass or authorization has been obtained for the applicant. Whenever such military authorities impose restrictions on movement or conduct within any area, the continuance of such leave shall be contingent upon the observance of any such restrictions in addition to the observance of the other conditions of such leave.

d. When any alien of enemy nationality is issued a leave under the provisions of this Part, the leave shall recite that travel to the first destination has been permitted by the Department of Justice, and the Project Director shall notify the United States Attorney of the judicial district in which the first destination is located concerning the name, description, last residence, destination, and date of departure of such alien. Any subsequent travel within the terms of the

leave may take place only with the permission of the United States Attorney for the judicial district including the new point of departure. In addition, if such alien has been paroled by order of the Attorney General, leave shall not issue until the Director has obtained from the Department of Justice in Washington, D. C., a specification of the terms and conditions that are to apply to the parole during such leave. A notification of these terms and conditions shall be embodied in the leave. The leave shall require the alien to comply with all applicable regulations of the Department of Justice with respect to the travel and conduct of enemy aliens.

Sec. 5.9 Expiration of leave and furlough

a. Any leave issued, and the furlough granted in connection therewith, under the provisions of this Part shall expire --

1. On the expiration date stated in the leave; or
2. At any time that the person to whom the leave has been issued shall violate any of the conditions applicable to such leave; or
3. Upon notice from the Director or Project Director that the leave is revoked pursuant to the provisions of subsection b. of this Section 5.9 of this Part.

b. The Director may revoke any leave when conditions are so far changed, or when such additional information has become available, that an original application by such person for leave would be denied under the provisions of this Part. The Project Director may, on similar

ground, with the prior approval of the Regional Director, revoke any short term leave. When the Director shall revoke a leave, he will promptly notify the Regional Director and the Project Director. When a Project Director shall revoke a leave, he shall promptly notify the Director and the Regional Director.

c. Upon the expiration of any leave issued under this Part, the person to whom the leave was issued shall return to the relocation center in which he previously resided, unless new leave has been granted or unless he is otherwise directed by the Director.

Sec. 5.10 Definitions. As used in this Part,

a. "Director" means the Director of the War Relocation Authority.

b. "Regional Director" means the Regional Director of the War Relocation Authority for the region which contains the relocation center in which the particular applicant or person to whom a leave has issued resides or resided at the time application was made.

c. "Project Director" means the Project Director of the War Relocation Authority for the relocation center in which the particular applicant or person to whom a leave has been issued resides or resided at the time application was made.

d. "Relocation center" means a relocation community administered by the War Relocation Authority for occupancy by persons evacuated from military areas.

e. "Relocation area" means the entire area, administered by the War Relocation Authority, surrounding a relocation center.

f. "Applicant" includes the applicant for a leave and every member of his family who seeks to accompany him on the leave.

g. "Center resident" means a person to whom a short term leave or work group leave has been issued under the provisions of this Part.

Sec. 511 Effective date.

The provisions of this Part shall become effective on October 1, 1942.

Sec. 512 Forms.

Applications for leave, leaves, and notices provided for in this Part shall be made and issued on the prescribed forms whenever such forms are issued by the Director and distributed to the appropriate offices.

Issued at Washington D. C., the 26<sup>th</sup> day of September 1942.

(Sgd) *D. S. Meyer*  
Director  
War Relocation Authority

~~(Sgd)~~