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Regulations of Allotment of Office Duties
in the Shogakkan.

Pm -

List of Principal Staff, from July

1937 to December 1941.

Introduction.

As the Shogakkan was a private concern, there was no definite allotment of the office duties. In order to carry on business smoothly, we established and abolished departments as the occasion demanded. Accordingly, our allotment of office duties was rather complicated, but we give hereunder a list incaccordance with the allotment at the time in question.

General Classification of Business	Position	Allotment of Office Duties.
The whole management of business & editing.	Proprietor (called President in Company.)	Sppervising & directing of whole business and editing. After death of Takeo Ohga it was vacant.
	Proprietor in name only.	After her husband's death, Nao became proprieta but was not concerned in actual busines
Editorial Department	Manager	Assistant to Proprietor in administrationn& management,

negotiations.

Appointed in May 1940, because of

in Company.)

After death of Takeo Ohga it was vacant.

Proprietor in name only.

After her husband's death, Nao became proprieta but was not concerned in actual busines

Editorial-Department

Manager

Assistant to Proprietor in administrationn& management, representing company in negotiations.

Deputy-Manager.

Appointed in May, 1940, because of Manager's ill-health. Responsible for administration & management. Supervised the Company & held position of Chief-Accountant.

Chief-Editor of Children's Magazines.

Next in power to Deputy-Manager. Supervised editorial dept., examined editing plan, decided the editing principle & was wholly responsible for editing of every children's magazine. Real representative of editorial dept.

Deputy-Editor of Children's Magazines.

By Chief-Editor's orders edited magazines in his charge. Responsible for editing until magazine published but no responsibility for plan.

Editorial Staff of Children's Magazines

By order of the head, edited the magazines, but no responsibility whatsoever.

	assification siness	Position	Allotment of Office Duties.
		Magazines.	Supervised educational magazines, examined all editing plans, decided editing principle & was responsible for editing all educational magazines. Position vacant from Feb. 8, 1941, when publication of educational magazines ceased.
		Head of each Educational Magazine.	By Chief-Editor's orders, edited the magazine in his charge. Responsible for editing until publication, but no responsibility for plan at all.
		Editorial Staff	By order of the head, edited the magazine but no responsibility whatsoever.
			Educational experts acted as advisors for educational magazines, but did not actually participate in editing.
		Head of Publishing Department.	By order of Chief-Editor of Children's Magazines, published books. Responsible until publication.
		Danned	By head's order attend to business until publication of books but no responsibility whatsoever.
usiness Dep	artment.	Chief-Accountant.	Supervised accounts, sale, & general affairs & was wholly responsible.
		Head of Business	Assisted Chief-Accountant & was responsible for accounts.
		Account ants.	Dealt with accounting business but Head of Business Dept. was responsible.
		Stoff of Col-	

Editorial Staff of By head's order attend to business until publication of books but no responsibility Book Publishing Department. whatsoever. Business Department. Chief-Accountant. Supervised accounts, sale, & general affairs & was wholly responsible. Head of Business Assisted Chief-Accountant & was Department. responsible for accounts. Account on ts. Dealt with accounting business but Head of Business Dept. was responsible. Staff of Sale Dealt with sales, advertising & handling of publications but responsibility rested Department. on Head of Business Department. Staff of Geberal By order of Chief-Accountant dealt with general & personal affairs, but Chief-Affairs. Accountant responsible. Advised on business matters but did not Advisor to Business Affairs. participate in actual business. Chief of General On stoppage of Educational Magazines Department of Geheral Affairs. Chief of Affairs was newly appointed. Affairs. There was no staff.

List of Principal Personnel Of

THE SHOGAKKAN.

From July 1937 to December 1941.

Position	Name	Date of Assumpti Resignat		Present a Address	Remarks
Proprietor Tak	eo Ohga		Deceased.		
Proprietor Na	o Ohga	Aug 13, 1938. Sept. 30, 1945	None	55 Kamomachi, Tsukubo-gun, Okayama Pref.	
	ji Ohga	July 1, 1937. Sept. 30, 1945	Managing- Director of Company.	1864,4-chome, Ekota, Nakano-k Tokyo.	Younger broth u, of Takeo. As Takeo was ill he became manager.
Deputy-Manager	Kakadayu Sasaki	May 20; 1940. Apl.16,1943.	Deceased.	illness he	AMERICAN CONTRACTOR OF THE PERSON NAMED IN CONTRACTOR OF THE PERSON NAMED
Chief Accountan	Kakudayu- t Sasaki-	March 18, 1931, Apl. 16, 1943.	Deceased.		
Chief Editor of Children's Magazines	Chusaku Kagami	Apl.1, 1936. July 21, 1939.	Unknown.	Kama kura Unknown, K	eurakuji Bhi magama pre
Deputy-Chief Editor of the Children! Magazines.	Yoshida Yoshida	Apl.1, 1936. July 22, 1939.	Deceased		death the of Deputy- tor,was
Chief Editor of Children's Magazines	Yoshida Yoshida	July 22, 1039. May 29, 1945.			

Chief Editor of Children's Magazines	HARLING COMPANY AND PROPERTY AND PROPERTY AND PROPERTY.	Apl.1, 1936. July 21, 1939.	Unknown.	Komakura-shi Unknown, Kanagawa Pie.
Deputy-Chief Editor of the Children Magazines.	Yoshida Yoshida	Apl.1, 1936. July 22, 1939.	Deceased.	After his death the position of Deputy-Ohios Editor was vacant.
Chief Editor of Children's Magazines	Yoshida Yoshida	July 23, 1939. May 29, 1945.		
Chief-Editor of Educational Magazines	Hiroki Shimada	Apl. 1, 1935. Feb. 8, 1941.	Chief of Gen. Affairs.	2116,4-chome, Because of Kamimeguro, stopping ed- Meguro-ku, ucational Tokyo. magazines he
Advisor to				became Chief a of General Affairs.
아내가 있는데 아이들은 경기에 가면 하면 있다면 하는데	diji Saito	Apl.1, 1937, Sept.31, 1945		316 Yamato-machi, Nakano-ku. Tokyo.
	(Remarks: Du	iring 1941 he was He	admaster of Ike	bukuro 2nd Primary School. he became advisor in
Chief of General Affairs	Hiroki Shimada	Feb. 8, 1941, Sept. 1945.	Director of the Company.	2116,4-chome, Kamimeguro, Meguro-ku, Tokyo.
	(Remarks:	Chief of the General		
Advisor to	Motosuke	Oct.1, 1930		
Business Affairs.		Oct. 6, 1938.		hinbumkan, 2-chome, Jimbo-
(Remarks	:- He became keo Ohga, but business.)	advisor as friend of did not participat	f deceased ch e in actual ku	o, Kanda, Chiyoda- , Tokyo.

Position Name Date of Assumption Present Present Resignation Profession Address.

Head of Editorial
Staff of lower Yoshiho
standard Children's Yoshida
Magazines & Head of

Yoshida July 1, 1938.

Deceased.

all Children's Magazines.

(Remarks: - He was the Head of the Editorial Staff of three magazines, "The Child Knowledge", "The Kindergartem," and "The First Year Children", and at the same time he shall the post of Deputy-Chief-Editor.)

Tadao

July 1, 1939 Sept. 30., 1945.

none

Deceased.

1,5-chome, Higashi-Shinagawa, Shinagawa-ku, Tokyo.

Head of Editorial
Staff of middle Tauruo Apl.1, 1935.
standard Children's Katayama June 30, 1945.
magazines.

(Remarks:- He was head of the Editorial Staff of 2 magazines, "The Second Year Children," "The Third Year Children," and after Murch, 1940, another magazine, "The Fourth Year Children.")

Head of Editorial Staff of higher standard Children's Magazine.

Sadao . Akita.

May 15, 1932. Nov. 30, 1939.

Yoshikura, Hommi-machi, Yokusuka.

(Remarks:- At first he was Head of the Editorial Staff of 3 magazines, "The Fourth Year Children," "The Fifth Year Children," "The Sixth Year Children," but after March 1940, the latter two magazines.)

Hidetaro Nov. 30, 1939. Tanaka Mar. 1, 1940.

Yoshiho Mar. 1940 Yoshida. May 25, 1945. Deceased.

Deceased.

(Remarks: - He held this position in addition to his principal position of Chief Editor of Children(s Magazines.)

(Remarks:- At first he was Head of the Editorial Staff of 3 magazines, "The Fourth Year Children," "The Fifth Year Children," "The Sixth Year Children," but after March 1940, the latter two magazines.)

Hidetare- Tanaka.	Nov. 30, 1939. Mar. 1, 1940.	Deceased.
Yoshiho Voshida	Mar. 1940 Mar. 25 1945.	Deceased.

(Remarks: - He held this position in addition to his principal position of Chief Editor of Children(s Magazines.)

Head of Pub- lishing Dept.	Iwao Suyama.	Apl. 1. 1937. Dect. 27, 1945.	Company.	19,5 chome, Saginomiyaç Nakano-kuy. Tokyo.
Head of Business Department.	Shuichi Nozaki	Apl. 1,1937. Sept. 30,1945.	Auditor of Company	160 Taishido, Setagaya-ku, Tokyo.
Head of Editorial Staff of Higher Standard Children's Magazines as well as Chief Editor of Educational	Yoshitomo Yamazaki	Sept.1, 1931. Sept.30, 1940.		26,3 chorne Sugamo, Toshima You, Tologo

(Remarks: - He was head of the Editorial Stall of 4 magazines, "The Guide for SecondYear Children of Higher Primary School," "The Guide for First Year Children of Higher Primary School," "The Sixth Year Children," and "The Fifth Year Children," but all these magazines were stopped and he was transferred to the Editorial Dept. of Children's Magazines.)

Iwac Voct.1, 1940 Miyazawa Feb. 28, 1941.

C/o Katsuyama-machi Girls High School, Katsuyama-machi, Pukui Prefecture.

Staff of Lower Standard Children's Magazines.

Magazines.

Senshi / Apl.1, 1933. Sasaki Jan. 25, 1940

136,1-chome, Shinmachi, Setagaya-ku, Tokyo.

Remarks: - He was Head of the Editorial Staff of 4 magazines, The First, Second, Third and Fourth Year Children.")

Position Name Date of Assumption Present Present,
Resignation Profession Address.

Head of Editorial > Toshiro Staff of lower Kudo. Standard Children's Magazines.

Jan. 25, 1940. July 22, 1941.

Shaguma-mura, Masuge-machi, Masuge-gun, Hokkaido.

(Remarks:- As these magazines were stopped, he remained in the Company till July, 1941, to wind up the affairs connected with these magazines, and resigned.)

Note:- As the Shogakkan was a private concern, there was no regular system pertaining to office duties as we see in a corporation, so some persons held more than one position, as shown in the above list.

Since October, 6, 1945, it has become a corporation.

Organization of From July, 19-3-7 1
Jable
Prop
mana Editorial Department! Chief Editor Educational magazines Defuty Chia Head of editorial Head of editorial Children's staff of higher Head of Editoria slaff of lower standard standard Teducational staff of higher Educational magasine magazine standard Childrenis magazine

note: - The whole business and editing was was wholly responsible for it.

after the death of Takeo Chga, our

stion of the Shogakkan uly, 19-3-7 to august, 1938 Jable-1. Proprietor manager Business Departhief Editor of Children's magazines Chief accountant Head of Business Députy Chief Editor of Department Children's magazines of editorial Head of editorial Mead of editorial 1 of higher staff of middle slaff of lower standard rdard slandard Children's magazine drenis Children's gapine magazine ting was supervised by the proprietor and he Chga, our organization was altered as table 2.

Organization of the St From august, 1938 to May Table 2 Proprie tress (manager Chief Editor of Chief Editor of Children's Magazines Educational magazines Idead of Publishing Mead of editorial Department staff of higher slandard Childrenis magazine Head of editorial staff Head of editorial staff of higher standard Educational magazine Caducational Magazine note: Because of Manager Idisaji Ohga's illness, as table 3.

on of the Shogakkan 938 to may 1940 roprietress (only in name) advisor to Business Department: Business affairs Chief accountant Department Head of editorial editorial Idead of editorial of higher ward staff of lower staff of middle standard standard Childrens Childrenis magazine magazine hga's illness, our organization was altered

Conganization of the Sho From May, 1940 to Decem Jable 3 manager - Proprietress (on Deputy manager Chief of General affairs. Advisor to Educational Magazine Chi Editoril On stoppage of staff Educational magazones in Hebruary, 1941, Chief of General affairs Head Head of stay Publishing was nearly appointed. Department stan I dead geditorial staff plead of editor of boot higher standard of lower stan Educational magazine Educational note: Department of Educational Magazines was beducational magazines in February, 1941, and D was newly established.

tion of the Shogakkan 1,1940 to December, 1941 roprietress (only in name) Deputy manager (and Chief accountant Editor of Chief Editor of Chief accountant magazine Children's magazine Idead of Business Department Head of editorial Head of editorial staff of middle staff of lower Idead of editorial ead of ushing staff of higher standard artment standard standard Childrenis Childrenis magazine magazine magazine Head of editorial staff. of lower standard Coducational magazine agines was abolished on stoppage of 41 and Department of General affairs