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II. Opening Address by Major Stratton
This conference is yours. I should like to say you are not threatened by Allied Forces through this conference, but you are helped by Allied Forces

III. Greeting by Captain Neree
I hope each of you get harvests of knowledge as much as you can through this conference.

IV. Special Speech by Mr. Marcason
Prevent children to deprave by oen responsibility of each people.
Main point of his speech
1. There must be a standers which enforces activities of Child Welfare. but this has been shown by the law. Standerd is nescessary for a busine ss.
2. It is important to visit on a family of the depraved child, in order to reform the depraved child. It is possible to prevent depraving and e- rase away its decline by the way of the guidance visiting on his family.
3. Juvenile court had better incooperate with safty comittee.
4. Child must be prevented not only in an institute, but also with wide signification.
5. Personel in charge of this business should be trainded. Therefore Japanese Authority shall open its training, stimulating the ministry.
6. Don't reserve demands to the Ministry, and you should recieve recome- ndation, reporting local conditionns.
7. You should awake to the large responsibility bestowed by the Ministry.
8. Moreover you should awake to which it is your responsibility if bad trouble exited eyes of the world conderning with the child problem is taken place in your community

V. Discussion concerning with above speech.
Chief Akimoto
As you spoke, the amendment of the juvenile judge law is going underway. According to the reputation, it is said that this content is applyed boy, and in addition, the jurisdiction is applyed on not only criminal boys, but also bad boys who are not guilty by our commonsense.
If so, we think not only that the sigunificiance of child welfare law is lost, but also that it is not fitable on the point of the child welfare. For my part in charge of this business, we are very interesting about it for the happy of boys. Then I should like to hear after state of its co- nsideration.
Chief of Child department
In the Bureau of Judicial Affairs the criminal Preventive performance law and boy law is considerated, amending Juvenile Judge law.
But this plan has been changed several times. For our parts, we are doing for our best not arising such defect as you are anxious.
Mr. Marcason
As this problem is hard problem to answer, maybe, I can not answer as you confort. But now I am thinking, it is not the juvenial court and the c- ourt as we have thought by now, and it consults about boys, many of boys are delivered to protective institute and there they will be protected and guided.

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We will also be making effort not arise such kind of anxiety with members of Welfare Ministry.

Personel of Saitama Prefecture

As Kindergerden be able to get food supply the name of school food supply, then we request ypu considering to supply food stuff to bringing-up institute. Anyway we are anxious to publish the state-wide panfllet in order to handle child in the bringing-up institute. The incline concerning with the problem of child depraving has been strongingly, then state-wide compaign concerning with prevention of depraving should be set up in the Ministry.

Chief of Child department

Concerning to the food supply, food stuff of GAL A has been delivered to the part already, but we have requested to G.H.Q. that this case also keeps pace with school food supply.

Mr. Marcason

When G.H.Q. Mr. Neff went back to U.S.A. he also has talken about this problem. Though I can not catch accurate number, the attention of this problem is aroused in every lines.

Chief of bring ing-up section Mr. Yoshimi

Some prefecture opened training meeting for personels in charg, so that they might investigate and make its daily work, and otherwise based on the main point of the bringing-up indication.

Usually head of bringing-up institute is the member of having sertificate quarified the nerser of Kinder-garden, but there is some diference between the kinder-garden and the bringing-up plan goes underway.

Chief of Child Welfare Dipartment

The problem of prevention of depraving has been considered most.

I should like to held on adequate compaign, indeating people and family and maternity. Otherwise the week of preve ntion of depraving is also concidered. It is better to consult this problem with local child welfare comittee

Mr. Marcason

The problem of prevention of depraving has been considered most greatly in the world too, and I think it is considered rather lighter.

For my part now I know that orphans are ten or twenty thousand in Japan, and children who have not both of parents are more numbers.

Depraving is apt to take place out of the supervision of parent. This problem also should be considered in the central welfare comittee.

Though the problem of child welfare is new business, I will send you the reference catarogue.

Member of Ibaragi Prefecture

Now inspecter of child welfare is disposed only in the city, but we expect to increase its members in the district too.

The lowest standerd of the welfare institute should be set up as fast as you can. Yet in its secision the condition should be considered.

Chief of child welfare department

The system of the inspecter is first experient in Japan, then if it result willbe nice, we should like to increase its number.

The lowest standard is also first experience in Japan, and then its report sent to G.H.Q..

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Chiba Prefecture
Now I should like to say about the cause of depraving. What shall we do against the depraving publishment?
Mr. Marcason
As the measure drived away from markets, the local child welfare comittee drive it away, connecting with parents.
And very often this kinds of this publishmant are made by wrong procedure, then you had better control it from this point.
Mr. Truax
What is considered about it problem in Welfare Ministry?
Chief of child welfare department
Kanagawa prefecture propound that it was controled by the edict. We should like to consider it with the problem of all civilization.
Mr. Marcason
This problem is condidered not only in Welfare Ministry. But some treatment should be set up in Welfare Ministry.

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VI. Speech by Miss ~~Rose~~ RHODES
The business of RALA is the hand of love over the boder.
Thanks to the effort of each member~~i~~ in charge.

VII. Speech of Mr. Truax
About the protection of life
Wonderful plan and advansement
Wish more effort.
The reelection of the welfare worker (Minsei iin) was successful.

very interesting

VIII. Report of Community Chest by chief comittee Aoki
The collection of ~~money~~ money at~~each~~ each house was successful.
Business expense was one to ten.

IX. Above~~s~~ Discussion
Propaganda is nescessary.

X. Consulting meeting ~~by~~ only by Japanese members.

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Chiba Prefecture

Now I should like to say, about the cause of depraving. What shall we do against the depraving publishment?

As the measure drived away from markets, the local child welfare comittee drive t

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COMPILED BY CAPT. MERRIE FEB-1948

KANTO Welfare Section Check-List

Part I - Public Welfare

Weight

Q - (a) The Japanese Public Welfare program is based upon what legislation? (I-1)

5 (a - 2, b - 3)

A - The Daily Life Security Law.

(b) Have you a translated copy of the Daily Life Security Law?

A - Yes (produce it)

2 Q - What determines the public assistance granted to any recipient of relief? (II-6)

A - The actual need of that individual.

3 Q - How is discrimination or preferential treatment prevented? (I-2)

A - By continuous checking of local welfare administration.

2 Q - Who fixes the maximum daily allowances of public assistance under the Daily Life Security Law? II-1

A - The Welfare Ministry.

8 Q - What are these amounts?

A - Produce a directive or copy of one showing the figures - or enumerate them verbally (one source is of Jan. 1948 is the "Summation of Non-Military Activities" issued by SCAP in November 1947)

5 Q - Are deductions made from these grants in case of children receiving school luncheons?

A - No.

6 Q - Under the Daily Life Security Law, what percentage of public assistance is financed by: II-4

(a) National Government A - 80%
(b) Prefectural Government A - 10%
(c) Local Government A - 10%

2 Q - (a) Do you have regularly scheduled meetings with the Prefectural Welfare Section Chief? III-1

A - Yes.

2 Q - (b) How often III-2

A - At least once a week.

Q - (Without recourse to records)(Answers will be checked with records)

(a) How many persons are receiving public assistance in this prefecture (outdoor relief)? (III-8)

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(b) How many persons receiving public assistance are in institutions (indoor relief)?

(a-2 (b-2 10(c-2 (d-2 (e-2

(c) What has the trend been during the past three months in outdoor relief case loads?

(d) What is the total number of repatriates in this prefecture?

(e) What percentage of these are on relief?

5 Q - What percentage of petty crimes in this prefecture are committed by juveniles?

A - Show what record of same is kept in Welfare Section. No record - no credit.

(III-14)

10 Q - Do you have the total number of persons receiving public assistance in this prefecture broken down into categories?

A - Yes - (Produce it)

5 Q - Do you have the number of persons of this prefecture receiving public assistance in institutions brokendown in categories? (Types of institutions)

A - Yes - (Produce it)

5 Q - Do you have check lists for use during your inspection trips on?

(a) Administrative Offices)
(b) Institutions) A - Yes - (Produce them)

5 Q - Do you have for your own information, translated (into English) copies of various forms used in village, town and city welfare offices?

A - Yes - (Show them)

10 Q - Do you receive translated copies of Japanese Welfare directives and instructions which are sent to welfare offices and to the Minsei-in?

A - Yes (Should receive them from Prefecture Welfare office and from Liaison Office)

5 Q - Do you receive a record of moneys sent to each gun for distribution to the villages?

A - Yes - (Produce it)

5 Q - Do you have a record of moneys received by villages (towns or cities) for welfare use?

A - Yes - (Produce it)

5 Q - Do the amounts in the two preceding questions balance?

A - Yes (They should - or a record of action taken should be available)

(a - 5 10((b - 5 Q - (a) Have you a record of moneys provided Welfare institutions?

A - Yes - (Show it)

(b) Do the expenditures show that the money was actually used for public assistance?

A - Yes - (or a record of action taken should be on hand)

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Q - Have you a publicity program in this prefecture on welfare information, activities and education?
A - Yes - (Describe it)

Q - Do you have records showing:
(a) Number of Minsei-iin in various cities.
(b) The average case-load per Minsei-iin.
(c) Percentage of women Minsei-iin
(d) Age brackets of Minsei-iin.
(e) Educational levels of Minsei-iin
A - Yes - (Show them)

Q - Is there a definite effort being made in this prefecture to educate and train the welfare workers and the Minsei-iin..
A - Yes - (Describe it).

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Welfare Section Check-List

Weight	Part II - Child Welfare
2	Q - Are you familiar with the provisions of the Child Welfare Law? A - Yes.
3	Q - Have Child Welfare Stations been set up in this prefecture? A - Yes.
8 (a - 2, b - 2, c - 2, e - 2)	Q - What is the purpose of Child Welfare Stations? A - (a) To provide temporary care and mental, psychological, and physical examinations for children. (b) To help place needy children with a foster-parent. (c) To provide free pre-natal and post-natal examinations and free delivery to those unable to pay. (d) To provide "Maternal and Child" handbooks to expectant mothers.
3	Q - Have the "Maternal and Child" handbooks been distributed to the Child Welfare Stations? A - Yes.
5	Q - Have you a record of the locations of these Child Welfare Stations? A - Yes - (Produce it)
5	Q - How many expectant mothers have made use of these Child Welfare Stations? A - _____(Number) - (Show the record)
5	Q - How many children have been aided? A - _____ (Show the record)
9 (1 - 3, 2 - 3, 3 - 3)	Q - Into what three classes are these needy children divided? A - (1) Infant - under one year of age. (2) Pre-school child - one year to entrance to primary school. (3) Minor - from school entrance age to 18th birthday.
5	Q - Under what conditions and for how long may assistance to children in class 3 of preceeding question be extended? A - To 20 years of age when need is determined in case of physically handicapped or feeble-minded children in homes for their education and training

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Weight	
5	Q - Does a dissatisfied recipient of or applicant for aid under the Child Welfare Law have the right of appeal? And, if so where? A - Yes - At the administrative office of that village, town or city.
5	Q - For your information and aid have you extracted from the Child Welfare Law a list of those activities and general agencies whose expenses constitute the cost of child welfare administration? A - Yes - (Produce it) (From the C.W. Law, Art 50 (a thru i)).
5	Q - For your own information and aid have you extracted from the Child Welfare Law the information on how these expenses are to be borne by the National, Prefectural, and City, Town and Village Treasuries? A - Yes - Produce it (From C.W. Law, Art 51 thru Art 56)

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Weight

Welfare Section Check-List

Part III - Disaster Relief Plans

2 Q - Are you familiar with the Disaster Relief Plan of your prefecture?

A - Yes.

2 Q - Who is in charge of the disaster operation?

A - The prefectural Governor.

Q - Have you a record of the location of the following:

(1 - 2 (a) Concentration points or sources of relief supplies such
(2 - 2 as:
a(3 - 2 1. Food
(4 - 2 2. Clothing and Bedding
(5 - 2 3. Trucks
4. Medical Supplies
20 (1 - 2 5. Fuel
b(2 - 2 (b) Temporary shelters to be used as:
(3 - 2 1. Aid Stations
(4 - 2 2. Hospitals
3. Living quarters
c(1 - 2 4. Distribution Points
(c) Water Supply (potable)
1. Alternate sources.

5 Q - For your own guidance and information have you worked up a map of your prefecture showing areas most unsceptible to the effects of:

(a) Flood
(b) Fire
(c) Earthquake

A - It should be done.

6 Q - Does your Disaster Plan Map show the proposed supply dumps for the following in case of a disaster:

1. Food
2. Bedding and Clothing
3. Emergency (Trucks, ambulances boats, etc)
4. Medical Supplies
5. Fuel
6. Aid Stations
7. Hospitals
8. Temporary living quarters.

A - It should

Q - Does the Prefectural Welfare Section have teams and team captains appointed to care for disaster duties such as:

1. Providing and distributing food.
2. Clothing and Bedding
3. Shelter
4. Fuel.

A - It should

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5 Q - Have you a copy of Inclosure 2 to OD 62, Hq 8th Army, dated 9 September 1947?
A - Yes. (Produce it)

NOTE: OD 62 WAS NOT CIRCULATED TO MG TEAMS. SEE OM 90 JWR

5 Q - Have you used it to check the Welfare Sections preparedness in case of a disaster?
A - Yes.

5 Q - Is the Prefectural Disaster Plan being revised as weaknesses are discovered?
A - Yes.

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I.R.C. CEASED GENERAL OPERATIONS DEC. 31, 1947

Weight

Welfare Section Check-List

Part IV - Relief Organizations, Foreign and other Nationals

5 Q - Do you have O.D. 8, Hq., 8th Army, dated 13 January 1947 in your files?
A - Yes. (IRC)

5 Q - Are you familiar with the operation of the International Relief Committee in your prefecture?
A - Yes.

5 Q - Where is the I.R.C. Sub-Committee which is responsible for distribution in your prefecture?
A - _____ (See Incl. 1 to OD 8, 8th Army 13 January 1947)

5 Q - Are "Axis" Nationals eligible to assistance thru the I.R.C.?
A - No.

5 Q - Does the I.R.C. relieve the Japanese Government from any responsibility for the care of foreign nationals?
A - No. I.R.C. aid is entirely supplemental.

5 Q - Have you kept the activities of LARA in your prefecture under your surveillance?
A - Yes.

5 Q - By whom is the allocation of LARA goods determined? Wrong?
A - By the National Welfare Social Officers Bureau thru the "Central Committee" in Tokyo. See Tech Bulk 3. Par 3,

5 Q - Who assumes the responsibility of warehousing, transporting and guarding LARA supplies from dockside to recipient? (II-12)
A - The Japanese Government.

5 Q - Do you maintain a check that Foreign Nationals have available to them their choice of the "A" and "B" supplemental rations?
A - Yes.

5 Q - Have you a record of Foreign Nationals in your prefecture?
A - Yes (Produce it)

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Weight

Welfare Section Check-List

Part V - Miscellaneous Matters

5 Q - Have you posted a written monthly schedule of welfare projects?
A - Yes - (Show it)

5 Q - Have you a posted itinerary of your scheduled inspection trips?
A - Yes - (Show it)

5 Q - Have you a written S.O.P. of the duties of the Welfare Section personnel?
A - Yes - (Show it)

5 Q - Do you keep a daily record of your welfare activities in addition to records of inspections?
A - Yes (Show it)

5 Q - What percentage of the prefectures population is receiving public assistance?
A - Show the figures.

Q - Do you have charts showing the following:

(a - 5 (a) Monthly totals of persons receiving public assistance (outdoor relief)
(b - 5 (b) Monthly totals of persons receiving public assistance in institutions (indoor relief)
(c - 5 (c) Total amount in Yen of cash grants for each month.
(d - 5 (d) Total value in Yen of grants in kind for each month.
35 (e - 5 (e) Categorical breakdown, each month of total persons receiving public assistance.
(f - 5 (f) Categorical breakdown of the institutions in which individuals are receiving public assistance.
(g - 5 (g) Record of welfare inspections showing town, village or city inspected, dated inspected and whether conditions found were unsatisfactory, satisfactory, or better than satisfactory.

A - Yes - (Show them)

35 Q - Are the charts mentioned in the preceeding question up to date?

A - They should be. Credit five (5) points extra for each one that is.

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LOCAL ADMINISTRATION OF
PUBLIC WELFARE

_____
(Local Agency)

Review made by: _____

Date: _____

I. General. Includes information to be obtained from Ken Welfare Department prior to local agency review. Items 2 and 3 are to be checked at time of review.

1. Prefecture Review:

a. Date agency reviewed by Ken representative _____.

b. Names of reviewers _____.

c. Brief summary of findings _____

_____

_____

d. Ken's evaluation of agency administration _____

_____

_____

2. Case load: As of last day of most recent complete month _____. (Where discrepancies are found at time of review, write local data in same space.)

a. Daily Life Security Law

	Cases	Persons	Amt Disbursed
(1) Livelihood Assistance			
(2) Medical Aid			
(3) Maternal Aid			
(4) Funeral Aid			
(5) Occupational Aid			
Totals			

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b. Other Public Welfare Programs

	Cases	Persons	Amount Disbursed
(1) Jido Hogo Ho (Child Welfare Law)			
(2) Furoji Hogo Taisaku (Juvenile Vagrant's Protection Measure)			
(3) Sensai Gakudo Taisaku (War Suf. School Children's Measure)			
(4) Shonen Ho (Juvenile Delinquency Law)			
(5) Mifukuinsha Kyuyoho (Undomob. Persons Compensation)			
(6) Shohei-in Ho (Disabled Soldier's Home Law)			
(7) Risai Kyojyo Ho (Disaster Relief Law)			
(8) Suinan Kyugo Ho (Sea Disaster Relief Law)			
(9) Kokuritsu Kankain Kei (Ntl Reformatory Law)			
(10) Kyosei-in Ho (Correctional Institutions Law)			
(11) Fujin Hogo Taisaku (Women's Protection Measure)			
(12) Korobyonin Oyobi Do Shibonin (Wayfarers' Law)			
(13) Seishinbyo Sha Kango Ho (Care of Mentally Ill Law)			
(14) Hokkaido Kyu Dojin Hogo Ho (Hokkaido Natives Protection Law)			
(15) Shakai Jigyo Ho (Social Work Law)			
(16) Kooki Shichiya Ho (Public Pawnshop Law)			
TOTALS			

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3. Financing.

a. Obtain from the Ken the following information for the last previous complete fiscal year and that part of the current fiscal year which has been completed:

(1) Date Ntl Govt funds were sent to local agency	(2) Period covered	(3) Amount	(4) Date Ken funds were sent to local agency		(5) Period covered		(6) Amount	
			(a) For residents	(b) For non-residents	(a) For residents	(b) For non-residents	(a) For residents	(b) For non-residents

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b. At time of review, obtain from local agency records the following information for same period covered in subparagraph a. preceding:

(1) Date Ntl Govt funds received	(2) Period covered	(3) Amount	(4) Date Ken funds revd.	(5) Period covered (a) For residents	(5) Period covered (b) For non-residents	(6) Amount (a) For residents	(6) Amount (b) For non-residents

c. At time of review, obtain from local agency records the following information for each of the previous six months:

(1) Month	(2) Period of payments to recipients	(3) Total amount of Ntl, Ken and local funds disbursed	(4) Balance of Welfare Funds on Hand at End of Month (a) National	(b) Ken	(c) Local	(d) Total

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d. Is local agency required to make periodic estimates of future expenditures?

(1) For what programs? _____

(2) For what periods? _____

(3) What procedures are used? _____

_____

_____;

c. How does agency plan and manage to meet required matching of national prefectural funds? _____

_____.

(1) Have there been any occasions on which funds for this purpose have been collected from the community by the agency or by any private organization? _____. Give details. _____

_____

II. METHOD AND SCOPE OF REVIEW

1. Review period: Records from _____ to _____.

2. Time of investigation and investigators:

Name	Date started	Date completed	No. hours

3. Prefecture officials assisting:

Name	Position	No. hrs	Nature of Assistance

4. District (or Gun, Shi, etc.) officials assisting: _____
Field Supervisor _____

5. Local officials interviewed:

Name	Position	Interviewer

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6. Other sources of information (conferences, staff meetings, special repor Prefectural Bureau reports)_____.

7. Records reviewed for period from_____to_____. ("Scheduled" refers to the process of extracting essential information from a case record on a prepared form for later tabulation and study of data/and for spot-checking.)

TYPE OF RECORD	TOTAL	DLSL PA	MED-ICAL	MATER-NITY	OCCUP-ATION	FUN-ERAL
Total reviewed						
Total scheduled						
Total open 6 months or more						
Number scheduled						
Total approved last 6 months						
Number scheduled						
Rejected last 6 months						
Number scheduled						
Total Appeals last 6 months						
Number scheduled						
Others (specify)						
Total read not scheduled						

Comment on selection of records (method of selection, any special considerations)_____

8. Reason for selecting this agency_____

9. Characteristics of community served:

   a. Population at present:_____before war_____
      Social factors:_____

   b. Principal industries or crops_____

   c. Others (e.g. financial ability):_____

10. Statistical data for review period:

TYPE OF DATA	DLSL PA	MED	OCC	MAT	FUN	CW
No. of Recipients last day of review period						
Percent of prefecture total						
No. applications pending last day of period						
Average payments last month of period						
Rank in prefecture						
Prefecture average (payments)						
Average value of recipients' resources(as recorded)						
Average of recipients' requirements (as recorded)						

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III. LOCAL OFFICE FUNCTION, ORGANIZATION, AND STAFF

1. Area covered: SHI( ) KU( ) MACHI( ) MURA( ) Other( ). Specify_____. Note: For a Shi, indicate the number of Ku; for a Ku, the number of districts; for a Machi or Mura, the number of burakus.

2. Programs administered:

a. Livelihood Assistance ( )
b. Medical Aid ( )
c. Occupation Aid ( )
d. Maternity Aid ( )
e. Funeral Aid ( )
f. Relief in Kind ( )
g. Child Welfare Services ( )
h. Other programs or functions (describe)

3. a. Agency organization: Make a chart of the local government indicating relative position of welfare section and in detail the organization of welfare activities. Attach chart as inclosure.

b. Make a chart of the organization of minsei-iin, indicating parenthetically numbers of minsei-iin (at each level of organization). Attach chart as inclosure.

4. Office space and locations:

a. Describe office space and facilities; location and convenience to clients._____

_____

_____.

b. Are offices or buildings owned: privately___, by prefecture___, by local government___, other (specify)_____.

5. Office hours (indicate differences for various offices).

	Week days	Saturdays
For Clients	_____	_____
Staff	_____	_____

6. Staff of local office (date_____). Include child welfare officials assigned to area.

Position (personnel classification)	Auth.	Total No.	Employed No.	Vacancies

7. Minsei-iin and Child Welfare Worker Caseloads on _____ 19____. Where number of minsei-iin exceeds 20, copy of form may be left with local officials for completion and later transmitted to welfare officer. If for any reason, such as indications of poor work, items pertaining to qualifisations (occupation, age, education, experience, etc.) may be added.

	a. Minsei-iin (1 line ea.)	b. Number of cases carried over on last day of month							c. Number of applications pending on last day of month							
	Name	1/ Total	DLSL PA	DLSL Med.	DLSL Mat.	DLSL Occ.	DLSL Fun.	Rel. CW Kind Serv.	Total	DLSL PA	DLSL Med.	DLSL Mat.	DLSL Occ.	DLSL Fun.	Rel. CW Kind Serv.
(1)															
(2)															
(3)															
(4)															
(5)															
(6)															
(7)															
(8)															
(9)															
(10)															
(11)															
(12)															
(13)															
(14)															
(15)															
(16)															
(17)															
(18)															
(19)															
(20)															

1/ Total as reported to prefecture. If different from total of assigned case loads, indicate such difference in a separate line. State whether unassigned or unaccounted for.

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8. What does agency consider a standard case load?

a. For minsei-iin_____

b. For child welfare worker_____

c. Explain variations from standard._____
_____.

d. Do case loads include the population of welfare institutions in the district?_____.

e. If not, how are these recipients handled?_____
_____

f. What is population of normal minsei-iin district?_____

g. Are any cases handled directly by minsei-iin Cho or by paid officials, including child welfare workers?_____. Explain_____
_____.

9. See Section XVII for critique.

IV. PUBLIC ASSISTANCE: Application Process

1. Where do applicants apply for assistance: at home of minsei-iin_____; minsei-iin kan_____; welfare office_____? Explain any exceptions which are made._____.

2. To whom is application made: minsei-iin____; minsei-iin-cho____; welfare officials____?

3. Are applications for child welfare services handled separately?_____. Handled differently?____. Explain procedure._____
_____
_____

4. Is applicant informed of all eligibility requirements?_____.(need, residence, responsibile relatives unable to assist, registration at labor exchange, etc.) Indicate items not explained_____

5. Is applicant informed of agency policy and procedure for verifying factors of eligibility?_____. By whom is information given and when?_____
_____

6. Must applicant meet any prerequisite before agency will consider application (Proof of registration at labor exchange, of residence, etc.)?_____. If so, explain_____
_____.

7. a. For what steps in the process of establishing eligibility is applicant responsible?_____

b. What is done to assist applicant if he is unable to assume this re - sponsibility?_____.

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8. Is application signed by applicant?_____. If so, when? (At time of initial interview, after investigation, after proof of eligibility)_____

9. a. Are procedures different for persons who are residents of prefecture but not of local community?_____. If so, explain_____

b. Does residence status effect consideration given by agency?_____. How?_____

10. Requests rejected or otherwise disposed of without formal application:

a. For what reasons are requests rejected?_____.

b. If applicant insists, though considered obviously ineligible, is application taken?_____.

c. What records are kept of rejection or disposition and where are they filed?_____

d. Number of requests rejected from_____to_____: _____

11. If applicant needs assistance before decision on application, how is need met?_____

12. a. Is payment under DLSL of any type of assistance ever authorized prior to establishment of eligibility?_____. If so, what is extent of practice and what is considered sufficient proof to warrant prior payment?_____

b. How soon after first payment is investigation completed?_____.

13. Is there at least one interview with each applicant before any payment? _____. Explain any exception_____

14. Are home visits usually made prior to decision on eligibility?_____.

15. a. What evidences of eligibility are usually obtained independently of applicant (bank clearances, employers' statements, insurance records)?_____

b. What information concerning this procedure is given to applicant?_____.

16. What information is usually requested from references or other agencies?_____

17. What is usual interval between applicant's first request and final decisi_____. Give common reasons for delay._____.

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18. Is there a time limit for disposition of applications?_____. If so, what action is taken if decision is not made within time limit?_____.

19. Have waiting lists been established during review period?_____. If so:

a. Why has this been necessary?_____.

b. At what point in procedure have they been established (e.g. before first interview, between first interview and investigation, after investigation)?_____.

c. In what order are names taken from the list?_____

d. How many are now (date_____) on waiting list?_____.

20. Is applicant ever advised to withdraw his application?_____. If so, in what circumstances and for what reasons? _____.

21. What assistance is given to rejected applicants to obtain needed services?_____.

22. Give titles of welfare officials responsible for recommending, reviewing and making final decisions in types of action listed:

TYPE OF ACTION	Action recommended by	Action Reviewed by	Final decision by
a. Approval for assistance			
b. Amount of Payment			
c. Change in Payment			
d. Suspension			
e. Reinstatment			
f. Continuing Payment			
g. Cancellation of Award			
h. Rejection- Formal			
i. Rejection - Informal			

j. Explain deviation from above procedure_____.

23. Are recommendations of minsei-iin or local officials frequently changed prior to final decision?_____. If so, by whom and in what circumstances?_____.

24. How are applicants notified of following decisions?

a. Application approved_____.
b. Application rejected - formal_____
c. Application rejected - informal_____.
d. Changes in payment_____.
e. Discontinuance and suspension of payment_____
f. Referral for institutional care_____.

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V. PUBLIC ASSISTANCE: Determination of Continuing Eligibility

1. How often is eligibility reviewed?_____

2. By whom are reviews made?_____

3. Method of determining continuing eligibility:

a. What is usual method (e.g. home visits, office interviews, other)?
_____.

b. Do procedures provide for a personal interview?_____. Explain any circumstances in which personal interviews are not held._____
_____

4. What eligibility factors are considered?

a. Need?_____
b. Last visit to labor exchange?_____
c. Ability of relative to support?_____
d. Others (specify)?_____.

5. Are cases formally reapproved after review?_____. By whom?_____
Describe procedure._____
_____

6. By what devices does agency know when redeterminations are due?_____
_____
_____

7. How are addresses of recipients, including recipients in institutions, kept current?_____
_____

8. By what means does agency check on death of recipients (e.g. clearance with public health section, family registration section, etc.)?_____
_____

9. Does agency plan to see recipients between periodic reviews?_____
If so, discuss (e.g., place, frequency, purpose)_____
_____
_____

10. Does agency maintain any regular collateral contacts (e.g., employers, labor exchange, responsible relatives, etc.)?_____.

11. Is responsibility placed on recipient for informing agency of changes in eligibility?_____. If so, describe method and any reports required periodically._____
_____
_____

12. Does agency ever discontinue payment without supported evidence of ineligibility?_____.

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13. Does agency ever suspend payments?_____.

a. If so, in what circumstances?_____.

b. If not, is there a method by which reinstatement of discontinued grants can be made promptly?_____. Describe._____.

14. Is the discontinuance of payment always effective within 30 days after agency had the facts necessary to determine that a recipient is no longer eligible?_____. If not, explain exceptions._____.

15. What service does agency provide after payment is discontinued?_____.

16. See Section XVII for critique.

VI. PUBLIC ASSISTANCE: Eligibility Requirements Other Than Need

Note: The purpose of this section is to furnish a framework for analysis of the effect of each eligibility factor in the administration of public assistance. In order to accomplish this purpose, some of the questions are stated in general terms.

For each factor consider prefecture or local interpretations and methods of determining eligibility which significantly (1) limit eligibility more than the Daily Life Security Law requires, (2) adversely affect recipients, (3) operate to delay the granting of assistance, (4) present undue administrative difficulties or (5) afford examples of unusual resourcefulness or constructive program development.

In order to make such an analysis, it will be necessary to obtain the basic facts concerning the agency interpretations and methods of making determinations on each factor. These basic facts should be recorded if any of the points listed above (1 through 5) is relevant or if local practice departs substantially from prefecture instructions , provisions or national standards. If, however, the prefecture instructions are followed and results of local practices appear to be satisfactory, it is not necessary to record in detail the methods of verification or similar information.

1. Willingness to work. What are local practices concerning the requirement that persons capable must:

a. Have a will to work_____

b. Not neglect their work_____

c. Make an effort to maintain themselves_____

2. Is registration and maintenance of contact with local labor exchange required?_____. Explain procedure for verification._____.

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3. Quality of behavior. What are local practices concerning the provision that persons of "indifferent behavior" are not eligible?_____

How is quality of behavior determined?_____

4. Support by responsible relatives.

a. What are local practices concerning support by relatives?_____

b. How is existence of responsible supporter determined?_____

c. How is supporter's ability to assist investigated?_____

d. If relatives are unwilling to contribute, are any further steps taken by agency to secure contributions?_____. If so, describe._____

5. Residence.

a. What are local practices concerning residence requirements?_____

b. What is local definition of "residence"?_____

c. Is official registration of applicants checked?_____.

d. Are needy non-residents given assistance?_____.

e. Are needy non-residents shipped to place of official registration?_____.

f. Are payments made to residents temporarily outside limits of jurisdiction (give circumstances and procedure)?_____

6. Citizenship. What are local practices concerning citizenship of applicants?_____

7. Other eligibility requirements?_____

8. Are there difficulties or problems in establishing particular factors of eligibility?_____. If so, describe._____

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9. Are persons otherwise eligible excluded because eligibility factors can not be determined by the prescribed methods?_____. If so, to what extent?
_____
_____
_____

10. Does availability or lack of other community resources for service or care affect local interpretations or eligibility requirements?____. If so, describe._____
_____
_____

11. See Section XVII for critique.

VII. PUBLIC ASSISTANCE: Determination of Need and Amount of Assistance.

1. Requirements.

a. For each of the requirements listed in the table below, select the standard being used locally, and indicate opposite the requirement by entering the Arabic numeral of the immediately following subparagraph which describes the standard used. (Inclose with the completed review copies of any available standards and cost data).

(1) As given in prefecture instructions, e.g. the quantity and cost figures established as standard by prefecture.

(2) Locally established cost figures for prefecture quantity standard.

(3) Both quantity standard and cost figures as established locally.

(4) Payment of actual cost, as obtained from recipient. If maximums have been established beyond which local agency will not meet the actual cost, specify the maximums set.

(5) Locally established fixed amount per individual or family.

(6) National standard total budget varied according to number of persons in family.

(7) Other locally established standard. Describe._____
_____
_____

(8) No standard.

(9) Enter if the requirement is ordinarily omitted from assistance plans.

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REQUIREMENTS	Standard in use	Remarks
(a) Food		
(b) Rent		
(c) Upkeep of own home		
(d) Fuel		
(e) Light		
(f) Water		
(g) Clothing		
(h) Personal Upkeep		
(i) Transportation		
(j) Insurance		
(k) Education, recreation		
(l) Health		
(m)		
(n)		

b. For each requirement for which local agency has adopted standards which differ from those in the prefecture plan or from national standard, complete the following:

Requirement	Source, basis for, or method of establishing cost figures (e.g., locally developed standard, published standard)	Cost figure prepared by whom	Date of last revision

c. What modifications are made in local food standard for:

(1) Special diets_____

(2) Size of family (e.g., percentage increase for large family)

_____

(3) Other (specify)_____

_____

d. Indicate what is provided in local standard for:

(1) Rent_____

_____

(2) Upkeep of own home: Taxes( ); repairs( ); payment of interest( ); payment of principal( ); insurance( ); _____( ).

(3) Fuel, light, water_____

_____

(4) Clothing_____

_____

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(5) Household supplies_____

(6) Education, recreation_____

c. What is agency's plan for including the following as requirements in assistance plan? (Indicate in what types of cases and what cost figures or other standards have been adopted.)

(1) Personal services for recipient (e.g., housekeeping service, guide services)_____

(2) Health and medical care_____

(3) Sheltered care_____

(4) Expenses connected with employment_____

(5) Other (specify)_____

d. How are cost figures used in including requirements in assistance plans? (Secure copy of any local form for recording assistance plan.)

(1) Standard cost figures used entirely( ).

(2) Standard cost figures adapted to individual's requirements by including cost according to applicant's information if (check one or more if applicable):

(a) Equal to cost figures ( )
(b) Above cost figures ( )
(c) Within range of cost figures ( )
(d) Less than cost figures ( )
(e) If adaptation is made when applicant's information indicates an amount less or more than cost figure, in what instances, and in accordance with what local agency policies?_____

(f) If practices noted above vary between requirements, indicate extent and types of variation._____

(g) How are non-recurring or seasonal requirements included in assistance plans (e.g., by including total requirements in one month, by spreading over several months or year)?_____

(h) See Section XVII for critique.

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2. Resources.

a. Indicate for each of the types of resource below, by check in the proper column, usual practices in making investigations:

Type of Resource	Investigation made		Usual Source Consulted (check one or both)	
	Routinely	Selectively	Recipient	Collateral source
(1) Real property:				
(a) Residence				
(b) Other				
(2) Cash: (a) on hand				
(b) deposit				
(3) Securities				
(4) Insurance policies				
(5) Pensions, compensation				
(6) Employment:				
(a) Recipients				
(b) Others				
(7) Earnings other than wages				
(8) Contributions from relatives				
(9) Other				

b. Real property:

(1) Method of estimating value_____

(2) How is income from property considered in determining amount of assistance payment?_____

(3) Methods of investigation_____

c. Savings, securities, chattels:

(1) Method of estimating value of securities and chattels_____

(2) Methods of investigation_____

d. Insurance.

(1) Methods of investigation_____

(2) Does agency require or recommend adjustment of insurance in any instance?____. If so, explain circumstances and action by agency. _____

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(3) Describe any other local practices or policies concerning insurance_____

c. Pensions, compensation (Comment on any phases of local practices and policies concerning Workmen's Compensation, Welfare Pensions, industrial pensions, and other regularly paid benefits.):_____

f. Employment.

(1) Methods of investigating employment of recipients and determining amount of wages._____

(2) Are wages of other members verified by independent investigation?_____. If so, explain, indicating in what instances, and what use is made of information concerning wages of: ..., Spouse:_____
Other members of family in need ,_____
Other members of self-supporting family_____

(3) What portions of total wages of the following are included as income in making assistance plan:
(a) Recipient (or grantee)_____
(b) Spouse_____.
(c) Children_____
(d) Other members of household in need_____
(e) Other members of self-supporting family_____

g. How is amount of earnings other than wages determined and how taken into account in the assistance plan for:

(1) Business enterprises:_____

(2) Garden or farm produce (for family consumption)_____

(3) Garden or farm produce (sold)_____

(4) Boarders_____

(5) Other (specify)_____

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h. Contributions from relatives.

(1) On what basis is income from relatives included in the assistance plan (e.g., known contribution, expectation of contribution, ability to contribute)?_____

i. Are any types of resources disregarded in making the assistance plan (e.g., wages of minor children, home grown produce, earnings of blind persons)?____. If so, indicate type of resource and why disregarded.

j. How does agency make adjustments in assistance plans for non-recurring and seasonal income?_____

k. Limitation on ownership of resources (in terms of yen value) as a factor of eligibility and use of property controls (e.g. liens, assignments, liquidation or forced disposal, use of trust funds).

	Limitation on Ownership					Type of Control
	PA	MED AID	MAT AID	VOC AID	BIR AID	
(1) Real Property						
(2) Savings and cash						
(3) Negotiable assets						
(4) Life insurance						
(5)						

(6) If no specified maximum is set in prefecture plan or locally for these resources, what standards are used to determine whether individual is in need?_____

l. Is transfer of property a basis for denying assistance?____. If so, explain, indicating categories and the basis on which determinations are made

m. See Section XVII for critique.

3. Method of Determining Need.

a. Do agency's methods provide for learning from recipient his circumstances and living arrangements that affect his need?____. How is the information used in determining need?_____

b. What is the agency's method of determining recipient's need in each of the following living arrangements? (Indicate whether or not total family need is determined, and method of determining recipient's requirements and resources when living in these family groupings.

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(1) Spouse only_____

(2) Children and grantee only._____

(3) Family in need of assistance._____

(4) Self-supporting family._____

c. Who is considered essential to recipient's well-being and therefore affecting his need? (Explain how their requirements and resources are considered.)

(1) Spouse_____

(2) Parents or persons acting as parents_____

(3) Others performing essential services_____

d. If family requirements and resources are determined, does the difference between total requirements and total resources affect the need of the eligible person (e.g. use of family deficit as recipient's need)?____. If so, explain method used and types of case situation_____

4. Amount of payment.

a. If recipient is living in a family group, are common household expenses considered part of his need?____. If so, in what types of cases?_____

b. What consideration is given to needs of legal dependents of recipients?_____

(1) If through resources of recipient, explain who are considered legal dependents and method of determining amounts provided to meet their needs._____

c. How is assistance plan made for recipient residing in institution?

(1) In private welfare institution (e.g., per capita cost, per capita cost minus income, fixed amount per capita)_____

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(2) In hospital for temporary care_____

_____

(3) What consideration is given to requirements not provided by the institution?_____

_____

d. Are assistance payments always equal to total need of recipients as determined by the agency?_____. If not, is adjustment of payment made by:

(1) Fixed percentage of requirements (specify percent)_____

(2) Fixed percentage of deficit (specify percent)_____

(3) Other method (specify)_____

_____

e. If assistance payments are less than total need of recipient (except when due to maximum on payments):

(1) Why are adjustments necessary?_____

_____

_____

(2) On the basis of what factors was adjustment formula decided?

_____

_____

(3) By whom are adjustments made?_____

_____

f. If total need is in excess of established standard, are adjustments made in all cases using:

(1) Table II (governor's authority)_____
(2) Table III (Ministry's authority)_____
(3) Explain local procedure_____

_____

_____

g. When amount of payment is affected by limitations on funds, are adjustments ever made by reduction in amounts included for requirements?_____. If so, explain, including requirements effected and method of making adjustment._____

_____

_____

h. Were administrative reductions for any period made during past year?_____. If so, indicate:

(1) Dates effective_____.

(2) Basis of reduction (e.g., percentage, flat amount)_____

_____

(3) Made in all cases simultaneously or as cases were reinvestigated._____

_____

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i. Are there limitations on the maximum payment which may be made? _____. If so:

(1) What local maximums are there?_____

(2) Is total need of recipient determined and recorded?_____.

(3) How is unmet need provided for?_____

_____

j. See Section XVII for critique.

VII PUBLIC ASSISTANCE: Authorization and Methods of Payment

1. What constitutes the authorization for payment (e.g., standard form, payroll)?_____

2. Who officially authorizes payment?_____

3. Are changes ever made by higher echelons in the amount of payment authorized?_____.

4. What information is given on the authorization:

a. Case data (other than name, address, and amount of payment)_____

_____

b. If birthdates and school grades are not shown, are they available?_____.

c. Is amount claimed for matching shown (if different from total payment)?_____.

(1) If not, where is it recorded?_____

5. Where are payments prepared?

a. Prefecture office ( ) c. Local fiscal office ( )
b. Local agency office ( ) d. _____ ( )

6. From what office are payments made?

a. Prefecture office ( ) c. Local fiscal office ( )
b. Local agency office ( ) d. _____ ( )

7. How are payments delivered to recipient:

a. If to recipient in hand, where?_____

b. When recipient is in hospital or nursing home._____

c. When recipient is institutionalized outside jurisdiction?_____

d. Under other unusual circumstances? (Specify)_____

_____

8. If payments are delivered to someone other than the recipient in any instance:

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a. How does recipient indicate to whom payment is to be made?_____

(1) What record does agency keep of recipient's instructions?

b. Are payments ever made to minsei-iin who then makes delivery?_____.

9. Are supplementary payments made?_____. If so:

a. In what circumstances (e.g., medical care, non-recurring needs)?

b. Approximately how many were issued in last month of review period?_____.

c. Describe methods of delivery and handling, if in any way different from those outlined in items 5 through 8_____

10. What is the usual interval between date of authorization and date of payment to recipient?_____.

11. Discuss any steps in the mechanics of payment which cause delays (e.g., interval between authorization and preparation of payroll):

a. For initial payment_____

b. For changes in payment_____

12. Payments to guardians:

a. For how many recipients are payments made to guardians?_____

b. What persons serve as guardians (e.g., relatives, court officials)?_____. Indicate the nature of their services (e.g., care of recipient, control of expenditures)_____

c. What part does agency take in guardianship proceedings?_____

d. How are costs of guardianship paid?

(1) Initial costs_____

(2) Continuing costs_____

e. What accounting do guardians make of funds handled?_____

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13. Are payments ever handled under power of attorney?____. If so, describe arrangements and agency's part in them._____

14. Do agency policies permit release of allowance after death of recipient? _____.

a. Who may receive such payment._____

b. Indicate any difficulties the agency has encountered in making payments involving deceased recipients._____

15. What records of payments are kept in the local agency office?_____

a. Are these records available to the Minsei-iin or child welfare workers?_____.

16. Are there any practices which raise questions of restricted payment (e.g., in making payment to persons in an institution, handling of funds by agency staff, witholding of checks)?_____

17. See Section XVIIfor critique.

IX. PUBLIC ASSISTANCE: Complaints and Appeals

1. What does agency consider a complaint?_____

a. On what basis is it determined whether a request is an inquiry, complaint, or appeal?_____

b. What is the usual procedure in handling complaints made in the following circumstances? (Describe, including staff responsibility for handling and supervision, promptness of handling, and method of follow-up.)

(1) In person to minsei-iin_____

(2) In person to minsei-iin kan-cho, or minsei-iin Cho_____

(3) By letter or telephone_____

(4) To other local official_____

(5) Referred from prefecture office_____

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(6) By others on behalf of clients_____

c. Are there differences in procedures for handling complaints according to subject, emphasis, or repetition?____. If so, describe_____

d. Is there any formal review, such as hearing or review by local board or agency committee, for complaints?____. If so, describe, indicating in what circumstances it is used._____

e. Approximately how many complaints are received monthly?_____. What are the most common reasons for complaints?_____

f. What records, reports, and analyses are made of the number of and reasons for complaints? (If statistical or other analyses are available, attach copies)_____

g. How is analysis of complaints (formal or informal) used?

(1) In modification of policies and procedures _____

(2) In supervision_____

2. Appeals.

a. On what occasions and how are individuals notified of the right to appeal? (Indicate the occasion or enter "none" in each space)

(1) First request_____
(2) Application_____
(3) Approval_____
(4) Rejection_____
(5) Closing_____
(6) Change in payment_____
(7) Complaint_____
(8) _____

(9) Are there planned exceptions to the above?____. If so, describe._____

b. Are any printed (or otherwise duplicated) notices other than those stipulated by the prefecture agency used?____. If so, describe use and attach copies._____

c. Are prefecture rules and regulations governing appeal available locally for examination by any interested person?____.

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d. May appeals be made from all types of agency action regarding eligibility and amount of payment (e.g., denial of opportunity to apply, rejection of application)?____. If not, specify types not subject to appeal.
_____
_____

e. May appeals involving all types of factors be made (e.g., employability, need)?____. If not, specify types and reasons_____.
_____

f. In what circumstances does agency encourage individual to appeal?
_____
_____

g. In what circumstances does agency discourage appeal?_____
_____
_____

h. Are there any agency procedures with which individual must comply before he may file an appeal?____, If so, describe and attach copies of written procedures._____
_____
_____

i. What are the steps between appeal and prefecture agency hearing? (Describe, including (1) preliminary review, (2) assistance to applicant in preparing for hearing and arranging attendance and representation, (3) materials given to prefecture agency and/or appellant, (4) prefecture agency assistance to local agency).
_____
_____
_____
_____
_____
_____

j. Who from local agency attends hearing? (Give positions and describe participation)_____
_____
_____

k. How and when is a prefecture agency decision on appeal put into effect and what methods of follow-up are used? _____
_____
_____

l. Is a copy of the record of hearing on file in local agency?____. If so:

(1) What is the type of record?_____
_____.

(2) Is it available for examination of appellant?____.

m. How many appeals were filed during period reviewed (or most recent period for which data are available)?_____. Give reasons for appeals. Indicate manner in which they were disposed. (Attach available data.)_____
_____.

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n. How is analysis of appeal cases used?

(1) In modification of policies and procedures?_____

_____

_____

(2) In supervision?_____

_____

_____

o. See Section XVII for critique.

X. PUBLIC ASSISTANCE: Case Records.

1. Type of case record:

a. Household basis? ( )
b. Separate record for each type of assistance? ( )
c. For each individual recipient? ( )
d. Other?_____ ( )

2. Content of case record:

a. Forms

(1) Face sheet ( )
(2) Application ( )
(3) Record of assistance plan ( )
(4) Authorization of payment ( )
(5) Recertification ( )
(6) Other (specify) ( )
(7) _____ ( )

b. Other

(1) Narrative ( )
(2) Correspondence ( )
(3) Verifications ( )
(4) Other (specify)_____ ( )
(5) _____ ( )
(6) _____ ( )

c. Are all data relating to recipient's eligibility, including verifications, filed in case record?____. If not, where?_____.

d. Is case record material uniformily arranged?____. Comment on arrangment._____

_____.

e. Are case records current? (1) Narrative?____ (2) Forms?____. (3) Reinvestigations?____. (4) Correspondence?____. (5) Other case record material_____
If not current, explain._____

_____

f. Describe general form and content of narrative._____

_____

_____

g. Are case records maintained so that all essential facts and dates concerning current eligibility and the amount of payment are readily determined?_____

3. Safeguarding confidential nature of information.

a. What formal action (e.g., rules, regulations, resolutions) has been taken by local agency to safeguard the confidential nature of information?

_____

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b. Who is responsible for safe keeping and filing of case records?_____

c. What devices are used for protecting case records (e.g., lock files, charge-out system)?_____

d. Who is responsible for approving release of case information?_____

(1) Indicate type of information released, to whom given, and method._____

e. Are any reports regarding applicants or recipients filed outside the office of the local agency (e.g., records of liens, payrolls)?____. If so;

(1) Indicate type of records and where filed._____

(2) Are records available to the public?_____.

(3) What steps have been taken to prevent their use for other than administrative purposes?_____

f. Have lists of recipients been used for other than administrative purposes during the last year?____. If so:

(1) By whom and how were they acquired?_____

(2) For what purpose were they used?_____

(3) What action was taken by agency?_____

g. Describe any practices not discussed above which raise questions regarding the confidential nature of information._____

h. See Section XVII for critique.

XI. Child Welfare

1. Jido Fukushi Shi (Child Welfare Officials):

a. How many Jido Fukushi Shi are assigned to area of agency jurisdiction?_____.

b. How frequently are the Jido Fukushi Shi in the area?_____.

c. Where do Jido Fukushi Shi establish headquarters?_____.

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d. What types of conferences are held?_____

(1) By whom attended?_____

e. What have been results of Jido Fukushi Shi activities in area?

2. Jido Iin.

a. Are minsei-iin aware of their responsibilities under the Child Welfare Law?_____.

(1) Are all minsei-iin considered Jido-iin?_____.

b. What training have the minsei-iin received in connection with their duties under the Child Welfare Law?_____

3. Shonen Hogo Shi (Probation Officers).

a. Number part-time Shonen Hogo Shi in area._____.
b. Number full-time Shonen Hogo Shi in area._____.
c. How selected and what vocations are represented?_____

d. Describe activities (responsibilities and methods)._____

4. Is there a local Child Welfare Board?_____. Indicate agencies and professions represented._____.

5. Where is nearest Child Welfare center?_____

a. What is referral process?_____

b. Number of referrals made since 1 Jan 48_____.

6. Protection of children.

a. Are all dependent and neglected children referred to Child Welfare Center?_____.

(1) What are exceptions?_____

b. Is supervision provided for child welfare cases under care of parents or guardians?_____.

c. How and by whom is supervision maintained of foster homes and children in institutions?_____

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d. Are cases of abuse and neglect referred to Family Courts for legal action to remove children when necessary?_____.

e. Have all agencies within local agency area been approved by governor of prefecture?_____.

(1) Is copy of original application for approval (or comparable information) on file in local agency office?_____.

(2) List those not yet approved._____

_____

f. Has local agency recommended termination of any child caring agencies?_____. On what basis?_____

_____.

g. Have all nursery teachers met qualifications and passed examinations before "Board of Examination of Nursery Teachers"?_____. Explain exceptions.

_____

_____

7. Is there an inter-departmental committee, composed of members of the welfare, labor, health and education sections, which coordinates activities under the Child Welfare Law?_____.

8. Do all child caring agencies comply with compulsory education regulations?_____. Explain exceptions._____

_____.

9. Are child labor regulations enforced in foster homes and institutions?_____. Explain exceptions._____

_____.

10. In last three months, what action has been taken locally in instances of violations of prohibited acts against children?_____

_____.

11. Is confidential nature of child welfare records adequately protected?_____.

12. Maternal and Child Health.

a. How are referrals to Health Centers made in the following instances:

(1) Prenatal and post natal care?_____

(2) "Weak" and handicapped children?_____

(3) Examination of preschool children?_____

b. Have Health Centers' activities included:

(1) Training courses_____on_____

(2) Lectures_____on_____

(3) Distribution of informational material_____on_____

_____

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13. How does local agency plan and manage to meet matching requirements in order to secure available national and prefecture child welfare funds?_____

14. In past three months, how many appeals from decisions under the Child Welfare Law have been filed?_____.

a. Outline how these appeals were handled._____

15. See Section XVII for critique.

XII. DISASTER RELIEF.

1. Are local officials thoroughly familiar with prefecture Disaster Plan? _____.

2. Is there a local plan which conforms with, and is coordinated with, the prefecture plan?_____.

a. What publicity has the local plan received?_____.

3. Are locally responsible persons familiar with the plan?_____.

4. What is the role of the local Red Cross Chapter?_____.

a. How is Red Cross activity to be coordinated with that of official agencies?_____.

b. What Red Cross disaster training programs are now in effect?_____

5. Does local plan provide for immediate reporting to prefecture disaster officials?_____.

a. What alternate means of communication are available in case of telephone or other wire breakdown?_____.

6. Are disaster relief activities of welfare section integrated with plans of police, health, economics, engineering and other governmental divisions?_____. Explain fully._____

7. See Section XVI for critique.

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XIII. RELIEF IN KIND.

1. Distributions made in last two months (In column d(2) enter cost of items if distribution was on a charge basis):

a. Date	b. Items	c. For whom designated	d. Type of distribution	
			(1) Free	(2) Cost

2. How was eligibility determined, and by whom?_____

3. What items were turned over to organizations for distribution?

a. Date	b. Items	c. Distribution Organization

d. What checks were made to assure proper distribution?_____

4. From what agency were allotments of goods and instructions for distribution received?_____

a. What discrepancies existed between goods allotted and amount received?_____

(1) If discrepancies existed, what corrective action was taken by both receiving and allotting agencies?_____

b. Explain any discrepancies between amounts received and amounts distributed._____

5. Describe types of receipts obtained from recipients and accounting records (attach copies)_____

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a. Is a permanent file of receipts and records maintained?_____

6. When items have been distributed on a purchase basis, have recipients of public assistance been able to purchase the amounts allotted?____, If not, explain._____

7. See Section XVII for critique.

XIV PRIVATE ORGANIZATIONS.

1. List all private welfare organizations in local agency jurisdiction:

a. Name of Organization	b. Zaidan Hojin (yes or no)	c. Service function	d. Source of funds

2. In the past year, what lump-sum subsidies of national, prefectural or local funds have been made?

a. Date	b. Organization to which made	c. Amount of subsidy	d. Reason granted	e. Authorized by:

3. Is there a local organization which serves as a central clearing, coordinating, or general community organization and which includes public as well as private welfare agencies?_____. Describe organization and operation._____

4. What duties do local welfare officials perform for the private organizations, what percentage of working time is utilized and what offices in the organizations are held by officials:

a. Organization	b. Duties performed	c. % Working time	d. Offices held by:

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5. Do private organizations use official channels for transmittal or receipt of directives?_____

6. See Section XVII for critique.

XV. INSTITUTIONS.

1. In the following table list all institutions in area of local agency jurisdiction:

a. Name of organization	b. Type	c. Public Quasi-public Private	d. Operated by:	e. Supervised by:	f. Inmates (1) Receiving PA	f. Inmates (2) Not Eligible

2. Has local agency established, or are there local ordinances, with which all institutions under local agency supervision must comply in regard to standards:

a. Of care?_____
b. Of personnel?_____
c. Of management?_____
d. Of accounting?_____

e. Describe those standards or ordinances which do exist._____

f. Is there a licensing procedure?_____

(1) If so, how frequently are licenses reviewed?_____
(2) Who issues licenses?_____

3. For those institutions which are supervised locally:

a. How frequently are inspections made by welfare officials?_____
b. How frequently are inspections made by health officials?_____
c. How frequently are inspections made by fire officials?_____
d. What other officials make inspections?_____
e. How frequently are accounts audited?_____. By whom?_____

4. List most frequently encountered inadequacies found by local officials.

a. What action is taken when inadequacies are found?_____

(1) What is follow-up procedure?_____

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5. Does local office make assistance payments for inmates of national or prefecture supervised institutions?_____

6. How are amounts of assistance determined for inmates of:

a. Public institutions?_____

b. Private institutions?_____

7. How are amounts of administrative expense determined for:

a. Public institutions?_____

b. Private institutions?_____

8. See Section XVII for critique.

XVI. TRAINING OF OFFICIALS AND OTHERS.

1. Training of local officials (include immediate subordinates of section chiefs).

a. Formal education (if of senmon gakko or university level, indicate major subject):

Official	School (name if senmon gakko or university)	Number yrs. completed	Major subject

b. What special training have officials had during past six months?

Approx. dates	Sponsor	Subject	Hours

2. Training of Minsei-iin.

a. What formal training sessions have been held for minsei-iin during past six months (do not include the regular meetings of the Minsei-iin Kai)?

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Approx. dates	Source of instructors	Subject	Hours

b. Did local officials attend above meetings?_____

c. Are training aids devised by the prefecture available for local use?_____

d. Has local agency received and distributed publications prepared by the:

(1) Japan Social Work Association?_____

(2) Minsei-iin Federation?_____

(3) Welfare Ministry?_____

(4) Other (specify)._____

3. Training of Shonen Hogo Shi. (Summarize whatever information can be obtained)._____

4. See Section XVII for critique.

XVII. CRITIQUE.

(Note: This section presents an outline which may be used by the welfare officer in summarizing findings of the review and evaluating the agency's administration. Since the outline is not meant to be all-inclusive or limiting, the welfare officer may adapt it or extend it as circumstances indicate.)

1. Financing (refer to Section I)

a. Evaluate methods of preparing budgeting estimates.

b. Discuss ability of local agency to meet matching requirements.

c. If such has been the case, how have delays in receipts of national and prefectural funds effected the overall program?

2. Scope and Organization (refer to Sections II and III)

a. Comment on scope of agency's program, including all services.

b. Discuss aspects of organization which effect administration (e.g., integration of program, finance, delegation of authority, staffing).

c. Evaluate compilation of statistics as required by prefecture.

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3. Application process (refer to Section IV)

a. Analyze the effect agency's handling of informal rejections has on official count of applications.

b. What phases of the application process might result in restrictions or limitations on the right to apply?

4. Determination of continuing eligibility (refer to Section V)

a. If reports are required from recipients, is there any indication that they constitute a restrictive practice?

b. Do agency procedures provide adequate continuous review?

5. Eligibility requirements other than need (refer to Section VI)

a. Comment on local interpretations of the various eligibility requirements, the methods of establishing eligibility, possible effects on recipients of procedures used, and whether or not the requirements established locally conform with prefectural instructions and national standards.

6. Determination of need and amount of assistance (refer to Section VII)

a. Requirements. Comment on extent to which all requirements are being met, completeness and clarity of instructions, adequacy and currency of standards and cost figures in use, variations from prefecture and national standards and plans, and difficulty encountered in determining requirements.

b. Resources. In determining resources, availability thereof, limitations on possessions, indicate the extent to which recipient is primary source of information, extent to which investigations provide adequate knowledge of resources and are carefully planned, or any indications that resources are under- or over-valued.

c. Amount of payment. Outline any restrictive practices in regard to determining amount of payment.

d. Comment on extent to which needs of recipients are being realistically and adequately met; that procedures in determining need are objective and equitably applied. Also review difficulties the agency has encountered in determination of need.

7. Authorization and methods of payment. (refer to Section VIII)

a. Comment on authorization procedures and disbursement controls.

8. Complaints and appeals. (refer to Section IX)

a. Discuss methods of handling complaints and appeals including use of formal procedures, recording, and change in policy. Discuss freedom of access to appeal procedure.

9. Case records (refer to Section X)

a. Comment on case records maintenance including usability, currency, accuracy, neatness and confidentiality.

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10. Child Welfare (refer to Section XI)

a. Discuss adequacy of the existing program and whether or not the amount of progress in its development since promulgation of the law is what could normally be expected. What have been handicaps in development of the program and how are these being overcome?

b. Are barriers between divisions of the local government being surmounted in implementation of the Child Welfare Law?

11. Disaster Relief (refer to Section XII)

a. Indicate adequacy of local disaster plans in meeting requirements of planning for forecast and emergency phases.

12. Relief in Kind (refer to Section XIII)

a. Comment on effectiveness of controls on relief-in-kind distribution.

b. If such is the case, comment on effects on assistance recipients in not being able to purchase relief-in-kind for their own use.

12. Private organizations (refer to Section XIV)

a. Discuss relationship between public officials and private organizations

b. Discuss effectiveness of private organizations in regard to meeting community welfare needs.

14. Institutions (refer to Section XV)

a. Comment on local agency's role in supervision of institutions (e.g., do workshops giving training tend to become places of permanent employment; has any attempt been made to standardize accounting procedures).

15. Training of Officials.

a. Comment on adequacy of the training programs.

ADDENDUM

1. Summarize recommendations made to officials present at the review.

2. Summarize recommendations made to other officials.

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11 August 1948

MEMORANDUM FOR FILE

SUBJECT: Field Trip, Chief, Economic Analysis Branch, to Hokkaido, Aomori and Akita Prefectures

II. Aomori Prefecture

A. Coming from Sapporo, I arrived in Aomori shortly before noon on 30 July 1948 and was met at the station by Mr. Herbert Bergstrom, Welfare Officer of the Aomori Military Government Team. At 1345 Mr. Bergstrom, an interpreter from the Team and myself met at the office of the prefectural Insurance Section where he had arranged a meeting in advance.

B. I started off by giving those present, which included Mr. T. Sakai, Chief of the Insurance Section, and his subsection chiefs, Mr. Tsushima representing the Aomori Prefectural Federation of National Health Insurance Associations, and later on, Mr. Sugimoto, in charge of Unemployment Insurance, a brief orientation on the developments of the last few month's culminating in the publication of the Report of the Social Security Mission from the United States. Then I asked them to report in a general way on their activities and problems.

C. Mr. Sakai started off by discussing his informational activities. They included a radio broadcast, publication of an article concerning National Health Insurance in the local newspaper in June 1948; publication, starting July 1948, of the Kokuho News, a bulletin devoted to National Health Insurance financed and published by the National Health Insurance Federation but technically in charge of the insurance chief who is the honorary director of the Federation.

D. One interesting and apparently new departure in publicity methods tried in Aomori is the use of the intermission between films shown in movie theatres for the purpose of giving short talks to the audience. To date, 17 such brief addresses had been given by officials from the Insurance Section and representatives of the National Health Insurance Federation. In one village, such a talk was credited with having revived one suspended association. This success was not matched elsewhere.

E. Finally, two teams had been organized in the prefecture for the purpose of holding meetings with National Health Insurance Association officers under joint sponsorship of the

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Insurance Section and the Federation. These two teams visited during April and May 1948 about 40 associations, most of which had suspended or were about to suspend operations. It was claimed that 10 associations planning to suspend were persuaded to continue operations and two suspended ones were revived.

Plans for the future ~~year~~ were along the same lines as past activities, with some greater variety in the broadcasting program. Radio talks will include in the future somewhat personalized accounts of experience with National Health Insurance to be given by representatives of the more successful associations.

F. I inquired briefly about the referee and was assured that he had been appointed and was attending exclusively to the referee job. Time was too short to collect a detailed account of his activities. However, such an account was requested in writing and was received later. It is attached to the original copy of this M/F.

G. Among the several insurance programs, National Health Insurance seemed to be in the worst state. Out of a total of 161 associations, only 36 can be called active; 28 were carrying on activities on a reduced scale; 63 were inactive although not suspended, and 34 had suspended operations.

Twenty-five of the 36 active associations had a clinic or hospital of their own.

The time of establishment of these 25 clinics and hospitals is indicative of the recent campaign for hospitals and clinics under direct management of National Health Associations. Only two were founded prior to 1946; three were established in 1946; 16, in 1947; and four, in 1948. The establishment of seven more clinics was planned during ~~during~~ the remaining eight months of this year.

H. The average contribution per family during the current fiscal year was ¥536 which, at an average of 6.4 members per family, yields about ¥84 per capita. The total number of persons insured was given as 674,952. The total contributions for the fiscal year 1948 were given as ¥57,178,245, (a figure based on as yet incomplete reporting). Contribution rates now in force in each of the active associations reporting, and other pertiment data were requested from Mr. Sakai and received through the mail upon my return to Tokyo. They are attached to the original copy of this memorandum. Request for subsidies were submitted by all 127 associations which had not suspended operations completely. The meeting was concluded at 1600.

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I. Our discussions at the Insurance Section were resumed the following day, 31 July, at 0900. This meeting was devoted almost entirely to a check on social insurance statistical reporting under the three compulsory programs. By and large, the reports seemed to be complete and on time, if not always too accurate. This became apparent in checking reports submitted under Seamen's Insurance. There are 1,192 seamen insured in Aomori Prefecture. Only 80 of them reported wages for June 1948 in excess of wage class 12, the ceiling of which is ¥ 2,300, and fully 750 of the 1,192 insured seamen reported wages not exceeding ¥1,300 (wage class 7).

J. Upon my inquiry whether a check had ever been made on the accuracy of these data, I was told that they had made no check. Similarly, in regard to benefit statistics, it appeared that in June no medical, dental or nursing services were reported while in the preceding month there had been 209 cases. Upon my question, how this discrepancy could be explained, I was told that seamen don't care to apply for benefits. Instead, when they need a doctor, they see a private doctor and pay him out of their own pocket. I expressed my surprise and doubt at this statement, adding that if this were true, it would certainly reflect adversely upon the informational work of the Insurance Section. I underlined the importance of adequate publicity designed to acquaint the insured with their rights and how to use them. Mr. Sakai stated that all publicity seems wasted on the seamen because they are mostly ignorant people who cannot read or write and despite having been told a number of times what they should do and where they should go to obtain benefits under their insurance, they would not do it. To this expression of bureaucratic overbearing, I made a rather sharp reply along the obvious lines, pointing out, among other things, that the seamen and their union seem to be especially interested in social insurance and had done some excellent publicity work on it. I concluded by reminding Mr. Sakai of the recent attempts on the part of the seamen to transfer their insurance from the Ministry of Welfare to the Ministry of Transportation, a desire which becomes more plausible in view of such attitudes as the one displayed on the part of this administrator.

Actually, I think, Mr. Sakai's reply was merely an ill-conceived attempt to hide the fact that medical benefits administered to seamen had not been reported in time to be included with the given report and probably would be reported the following month. At least, this would seem a much more likely explanation of the finding described.

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K. So far there had not been any applications filed by seamen for unemployment insurance. There were 11 employment offices (eight main and three suboffices handling unemployment insurance), in the prefecture, and since they were established in the major cities and towns including the port cities, no separate employment offices for seamen were contemplated.

L. Welfare Pension Insurance reporting seemed to be up-to-date and the coverage figures were in line with those reported under Unemployment Insurance. Concerning society-managed Health Insurance, it was found that there were only two Health Insurance Societies in Aomori Prefecture. Their head offices, however, were in other prefectures. Consequently, the Insurance Section had no reports from them or information concerning them. In regard to the government-managed part of Health Insurance, the report shown me did not include Part IV (Medical Benefits) or any of the special appendices. I was told that Part IV was being rendered bimonthly. As regards data on insurance patients treated in government hospitals (Supplement to IV), I was told that they had not been asked to make a separate listing of these patients but included them in the body of the report (IV), in the category of those treated by other than insurance doctors. This seems to suggest that the hospital report is sent to the Ministry of Welfare directly from the hospital if it is sent in at all, rather than from the Insurance Bureau. Verification of this will be sought from the officials of the Insurance Bureau. The meeting was concluded at noon.

M. The final meeting at Aomori took place at the County (gun) office of Higushitsugaru-gun, which is located in the city of Aomori. Since Mr. Bergstrom, who had just returned from a field trip the day before I arrived, had a backlog of work, he did not accompany me that day. On the part of the Japanese there were present, Messrs. Kawagai, Welfare Officer; Shiratori, National Health Insurance Officer; and at times Kubota, the county office chief. Although I had requested Mr. Sakai to attend this meeting with the representative of the National Health Insurance Federation and the chief of the subsection on National Health Insurance, only the last-named, Mr. Ebina, was present. The other two appeared toward the end of the conference, allegedly due to some misunderstanding.

N. In all there were reported to be 22 National Health Insurance associations in Higushitsugaru-gun. Fifteen were said to be active, the other seven suspended. (Three of them suspended operations in 1947; four, in 1948.) On the date of my visit, six reports had been received for the month of June. I was told that the last complete monthly report was for March

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1948. But it turned out that in that month too, only a majority of the associations, not all of them, had sent reports. Annual reports had not been received for a long time but a compilation of annual data was said to have been made in the gun office from such reports and other information as were available. They claimed to be receiving regularly the newly prescribed monthly reports from the public health nurses employed by National Health Insurance Association. I did not take the time to inspect them.

One application for the establishment of a National Health Insurance clinic had been received and two more were expected. There was no satisfactory explanation why the other two had not been submitted as yet, except that instructions received from the Ministry of Welfare , although setting a deadline (which had passed) had permitted later filing in unavoidable cases. This proviso apparently had been interpreted broadly.

O. The rest of the morning was spent on the broader problems of reviving National Health Insurance, and the need for prompter and more accurate reporting was emphasized as an integral part of this process of revitalization.

In the early afternoon I left Aomori for Akita. Prior to leaving the Aomori Military Government Team, I reported to Lt. Col. R. K. Hall, who had been absent, and to Maj. Nichols, to whom I had reported upon my arrival.

George F. Rohrlich

G. F. ROHRLICH
Chief, Economic Analysis Branch
Social Security Division

DECLASSIFIED E. O. 12065 SECTION 3-402 / NNDG NO. 775013

11 August 1948

MEMORANDUM FOR FILE

Subject: Field Trip, Chief, Economic Analysis Branch, to Hokkaido, Aomori and Akita Prefectures.

III. Akita

A. Coming from Aomori, I arrived in Akita in the evening of 2 August 1948 and was met at the RTO by Mr. Ezra Winston, Welfare Officer of the Akita Military Government Team. The same evening I reported to Lt. Col. W. M. Keane who was good enough to accommodate me at his house for the duration of my stay in Akita.

B. The following day, at 1000 hours, Mr. Winston and myself, accompanied by a very able interpreter from the Military Government Team, met with the prefectural social insurance officials. The meeting took place at the prefectural office. The following officials were present: Mr. Asari, Chief, prefectural Welfare Department, Mr. Oikawa, Chief, Insurance Section, thereof, and representatives from the Vocational Section (Shokugyoka) of the prefectural economics Department (Keizaibu) administering Unemployment Insurance (except for seamen) and of the Labor Standards Office (Rodokijunkyoku) administering Workmen's Accident Compensation Insurance directly under the supervision of the Ministry of Labor.

C. My first question about the major current problems brought the usual reply that National Health Insurance was the weakest part of the system. Further discussion thereof was postponed until later.

D. As regards society-managed Health Insurance, altogether ten Health Insurance societies were reported to be in the Prefecture. Only three of them submitted reports to the Insurance Section since the head offices of the companies accounting for the other seven were located elsewhere.

All three were up-to-date in their reporting, having submitted reports through June 1948. Annual reports for 1947 had not yet been received. A meeting of Health Insurance officials with representatives of these societies was reported to be scheduled for 3 August. At that meeting the societies would be reminded of the annual reports due, according to the Insurance Section's specifications, four months after the end of the fiscal year.

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E. Government-managed Health Insurance was reported to suffer from less than full cooperation on the part of the employers who were said to deduct the workers' insurance contributions from wages paid but fail in many instances to remit their own matching shares of the contributions. As of 30 April 1948, 22 percent of contributions due for the preceding fiscal year (1947) were reported to be unpaid.

Reportedly, delinquent employers are reminded of contributions due by letter, phone or personal visits. Usually several tries are made before these properties are attached. At the time of inquiry there were five cases of attachment of property. Four had resulted in collection in arrears of the amount due.

F. A check into the latest available monthly report (for June 1948) under Health Insurance showed the following:

1. Of 27,864 persons insured under government-managed Health Insurance roundly 20,000 were reported to be in wage classes below 10, i.e., earning a taxable wage or salary of less than ¥2,800 per month. The average monthly taxable wage reported was ¥1,638.

One may assume that these figures understate taxable wages actually paid. The officials present neither confirmed nor contradicted my statement to this effect, except to say that a variety of allowances paid over and above basic wages but not taxable prior to August 1948 may account for most of the difference.

2. As in other places visited, the monthly report did not contain a special supplement (to part IV: Medical Care) on insurance medical treatment given in government hospitals, although there are two such hospitals in the Prefecture. This apparent ommission was cleared up on my return to Tokyo when the translation turned out to be mistaken and it was explained that "government hospital" should read "Health Insurance hospital" - of which there is none in Akita Prefecture. Since there is one Health Insurance sanatorium in the prefecture, however, their monthly report included a part V (Insurance patients treated in Health Insurance sanatorium) which the Insurance Section (rather than the sanatorium itself) submits to the Ministry of Welfare along with the other reportable data.

G. Under Seamen's Insurance only two boats belonging to two different companies and a total of 22 seamen were reported covered. Four or five other boats ought to be covered and their owners have been approached repeatedly since November, 1947. So far they have failed to respond. It was suggested

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to the officials that stronger means might be applied to insure the enfocement of the coverage provisions of the law.

This incomplete coverage applied also to the unemployment insurance provision of the Seamen's Insurance Law said to be even less popular with shipowners than the law's health and pension provisions. In view of the small number of insurable seamen and the availability of general employment offices, no special employment offices for seamen have been set up and none are contemplated.

H. Welfare Pension Insurance reports were in good order, including the annual report on coverage by industry.

I. In view of the shortcoming in reporting pointed out above, I asked about the extent of field inspection. I was told that until June 1947, there had been a regular field staff for that purpose. Since then regular field inspections had to be discontinued on account of high travel cost and lack of funds, except for occasional visits. There was agreement on the importance of this type of control and that it should not be curtailed more than absolutely necessary.

J. Upon my question concerning the referee and his activities, Mr. Daikokuya, one of those present, was introduced as the referee. Although I was assured at first that he was serving exclusively in that capacity, it was admitted later that "unofficially" he was acting as deputy chief of the Insurance Section. Actually he seemed to have the most all-around information ready at hand and had volunteered most of the answers in the preceding discussion. He was reminded of what was obviously known to all present that such cumulation of offices was definitely undesirable, especially in the case of the referee who ought to be entirely divorced from the administrative duties with which the Insurance Section is charged.

The activities of the last three months reported by the referee included 18 visits to plants located in all cities and counties of the prefecture, information on appeals given to employers, notices of the right of appeal sent to all beneficiaries, and publication of pertinent information in the monthly paper published by the Insurance Section.

Also a nine-member appeals board for National Health Insurance was said to be in existence since 30 June 1948.

The meeting was adjourned at 1215 hours.

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K. At 1400 hours, the meeting was resumed in the same place and with the same participants except the spokesmen for the Unemployment Insurance and the Workmen's Accident Accident Compensation Insurance programs. In their places, representatives of the Akita Federation of National Health Insurance Associations and of the Welfare Departments of Minami-Akita and Kawabe counties (guns) were present. The topic of discussion was National Health Insurance.

L. All of the prefecture's 222 cities, towns and villages had, at one time, a National Health Insurance association of their own. At the time of inquiry, 87 of these had suspended operations. Of the remaining 135, only 18 could be called active and operating satisfactorily; 67 were referred to as "average" meaning apparently less than satisfactory but better than "dormant" which is a free translation of the designation given the remaining 50 associations.

M. It was of especial interest to learn that, contrary to all previous findings made in other prefectures, the mortality rate was reported to be greater among associations made compulsory under Article 13 of the National Health Insurance Law (prior to its 1948 revision) than among the other associations. Two thirds of the 43 associations thus made compulsory were said to be defunct as against the general rate of suspensions of approximately one third.

The reason for this disproportionately high ratio of failures hardly to be expected among associations truly enjoying the support of all, rather than a mere fraction of the local residents was given as follows: Apparently one of the past governors of Akita Prefecture was so anxious to enlist total popular backing for National Health Insurance - or at least a semblance thereof - that he urged associations to apply for such action in disregard of the provision stipulating that such action should be conditional upon the desire of one half of the local population. However, lacking genuine support by their membership, many of these associations were among the first to suspend operations when government pressure subsided.

N. An analysis of the conditions of operation of all the suspended associations prior to suspension reveals that of the 87 suspended associations, none had a hospital and only two had clinics of their own; these two had to close, reportedly because their doctors left them. Of the 50 "dormant" associations, not one had a clinic or hospital. Among the 67 associations designated as "average," there were eleven clinics (no hospitals). Finally, in the group

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of 18 associations reported as active, there were 11 medical facilities, 9 clinics and 2 hospitals.

It is safe to conclude that the stability and the scope of operations of National Health Insurance associations are determined to a significant extent by the availability of medical facilities of their own.

The prefectural officials seemed cognizant of this relationship and informed us that, according to plans, 13 more clinics were to be built in the remainder of this year which were to be under direct association management. Two of these 13 clinics will be established in doctorless communities of which there are altogether 39 in the prefecture.

Also, I was informed that seven clinics formerly belonging to the Medical Treatment Corporation and seven prefectural clinics were being turned over to National Health Insurance associations.

O. The arrangement whereby National Health Insurance associations could obtain national subsidies covering one third of the salary paid to doctors working for them on a part-time basis was being utilized in 43 cases.

P. Comparatively recent monthly reports (March 1948) were available only from the 18 active associations. Most of the others had failed to report in several months, some since November 1947. No satisfactory explanation was given for this neglect. It was pointed out to me that enforcement of the National Health Insurance Law and Regulations required a larger staff of officials and that plans were afoot for adding three officials specifically for the purpose of surveying the present condition and reviving the largest possible number of associations.

Q. Average contributions collected at the time of inquiry amounted to ¥351 per family per year. Given an average family of 5.6 persons, this amounts to little over ¥60 per head, an entirely inadequate amount. Reportedly, the average of contributions levied by the active associations was considerably higher, to wit ¥1,200 per family per year.

R. Conditions found to exist among the National Health Insurance associations of Minami-Akita and Kawabe counties (guns) which form jointly one administrative district largely parallel conditions in the prefecture. All localities in the district had National Health Insurance associations at one time. Fifteen of them have completely suspended operations, 17 are just "alive" and only seven were described as

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"active." The reasons given for the suspensions and the correlation thereof with the absence of medical facilities (and doctors) were as described above.

In contrast to the prefectural officials who impressed me as alert and comparatively able administrators, the gun officials present did not reveal a thorough knowledge of, or concern with, National Health Insurance with the local administration of which they were entrusted.

5. I left Akita in the early morning of 4 August to go back to Tokyo. En route I had to change trains first in Yamagata, the second time in Sendai. These short stopovers were used to visit the Military Government Teams in both places.

In Yamagata, I was met by Lt. Col. B. C. W. Custer, Commanding Officer, and Lt. Davis, assistant to Mr. Susamo, the Team's present Welfare Officer, whom he is to succeed shortly. After a brief stay at the Colonel's house, I took the opportunity to acquaint Lt. Davis with recent developments in the social insurances and some of the measures of surveillance likely to be requested of him in the future.

In Sendai I reestablished contact with Capt. Overstreet, formerly Health Officer and now Welfare Officer of the Military Government Team, with whom I had a brief and quite informal talk about recent trends in the social insurances.

George F. Rohrlich

GEORGE F. ROHRLICH
Chief, Economic Analysis Branch
Social Security Division

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HEADQUARTERS
AOMORI MILITARY GOVERNMENT TEAM
APO 468 - Unit 3

2 october, 1948.

Special Report Aomori Gakuen

A study of the Aomori Gakuen (Home for Juvenile Training and Education) has revealed the following facts which are interesting in attempting to analize the effectiveness of its program:

1. There are three classes of children at the institution: delinquents, orphans, and vagabonds (mostly from other prefectures).

2. Fifty-three (53) children have been referred to the Institution during the last three months. Most of these have been vagabond children. Only four (4) of them have come from Aomori Prefecture.

3. Of these fifty-three (53) new children, thirty-two (32) have run away from the institution during the last three months. However, most of these thirty-two (32) were vagabonds and were being confined at the Gakuen while investigations were being made to locate their families or relatives.

4. Twenty-nine (29) children (24 boys - 5 girls) are at the Gakuen at present. Only eight (8) of these have been there for more than six months.

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5. A weak primary school program is being attempted. Equipment for teaching vocations is lacking. Teachers are inadequately trained. The whole educational program represents no challenge and stimulates little interest.

In discussing the problem with the staff of the Gakuen and prefectural welfare officials it has been suggested by the Military Government Officer that the organization and work of this institution be given close attention and study. Points to be considered are as follows:

1. The problem is not confined to Aomori Prefecture. Most of the vagabonds, particularly, are from other prefectures. Consideration should be given to the possible development on a national or regional basis of a much better type of institution which can challenge the interest of these children because of its living arrangements and its educational and vocational program. A much better trained staff is necessary to carry on such a program than is found at the Gakuen. At present these children are only developing a disrepect for law and these institutions by being permitted to run in and out of them at will.
2. In case such types of institutions cannot be developed on a national or regional basis, then the Prefecture needs seriously to consider appropriating more money for this institution and its development on a more adequate basis in the way of experienced

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personnel and equipment so that these children can be trained in such a way as to be able to take their future place in society.

3. The mixing of orphan children (who are not delinquent) in an institution with delinquents is not good practice. Either another institution should be provided for these orphans or foster homes should be found for them. The emphasis should probably be placed on foster homes and possible adoption.

This problem is being forwarded to higher headquarters for consideration as to the possibility of the establishment of the type of institution mentioned in the report on a national or regional basis. The pooling of resources of the central government and several prefectures could possibly lead to the development of a better type of institution than may be possible by each prefecture struggling with its own. Also the vagabond problem, particularly, is a national one cutting across all prefectural lines.

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LDV_____

MEMORANDUM RECEIPT

[illegible] 194__

ACCOUNT NO._____

*Issued to)
*Turned in by) Welfare

xxxxxxxxxxx Public Health Section - Date 3 Nov 194 8

Place TMGR

Property Quartermaster

AMT	UNIT	ARTICLE
1	ea	PAD, Blotter holder
x/x/x/x/x/x	x/x/x/x/x/x/x	x/x/x/x/x/x/x LAST ITEM x/x/x/x/x/x/x/x/x/x/x/x/x/x/x/x/x/x/x

FILE

Captain W. Cox
(Signature with Rank and Organization)

Welfare Officer
(Official Designation)

*Strike out words not applicable.

(48)

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LDV_____

MEMORANDUM RECEIPT

[illegible]

ACCOUNT NO._____

*Issued to)
*Turned in by) Welfare

xxxxxxxxxxxx Public ~~Health~~ Section - Date 3 Nov 194 8

Place TMGR

Property Quartermaster

AMT	UNIT	ARTICLE
1	ea	PAD, Blotter holder
x/x/x/

DECLASSIFIED E. O. 12065 SECTION 3-402 / NNDG NO. 775013

11 August 1948

MEMORANDUM FOR FILE

SUBJECT: Field Trip, Chief, Economic Analysis Branch, to Hokkaido, Aomori and Akita Prefectures

I. Hokkaido.

A. I left Tokyo on 26 July 1948 and arrived in Sapporo in the morning of the 28th. Captain H. Michael Wolfe, Welfare Officer of the Military Government Team at Sapporo, called at the hotel shortly after my arrival and we had a brief preliminary discussion of our plans and time schedule for the two days of my visit.

B. After reporting to Colonel Denson, Captain Wolfe and I met with the officials of the Insurance Section of Hokkaido, whom he had called to his office. Those present included Messrs. Hachisuga, Chief of the Welfare Department and vice-governor, and Fukuya, Chief of the Insurance Section, and the latter's assistants. The meeting opened at 10:00 a. m.

C. Mr. Fukuya stated that he had a general knowledge of the contents of the Report of the Social Security Mission to the extent to which it had been conveyed to the Insurance Section Chiefs on the occasion of their meeting with the officers of the Welfare Ministry in Tokyo during the middle of July. This facilitated somewhat my task of acquainting them with recent developments on our end.

D. Upon my request, addressed to the officials present, briefly to discuss the most urgent current problems in the social insurance, Mr. Fukuya replied as follows:

1. The present splitting up of the social insurances and their administration on the prefectural level by three different agencies, to wit, the Insurance Section in the Welfare Department, the Labor Section in the Economics Department (Unemployment Insurance), and the Labor Standards Bureau (Workers Accident Compensation), is felt to be to the disadvantage of all concerned. Allegedly, everybody desires unification of all three programs under one agency.

2. Examples given in support of his view included the difficulty of administering accident and invalidity benefits for miners which are handled either by the Insurance Section or by the Labor Standards Bureau, depending on whether the injury is found to be of general or of occupational origin -

Incl. 1

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with the two agencies using different standards of determination. A further argument concerned complications created by the fact that contributions are paid monthly for some programs, quarterly for others; some through the post offices; others, differently, all of which was said to complicate matters for the employer and for the government. A last example concerned differences in medical treatment permissible under the health insurances and under Workmen's Accident Compensation: allegedly, not all treatments permissable under the latter have been assigned point values. Thus it is said that under Workmen's Compensation a doctor is free to give costlier treatment than under the health insurances and receive reimbursement therefor, thus introducing an undesirable discrimination.

E. Speaking of coordination, I asked whether coordination had been achieved in regard to Seamen's Unemployment Insurance between the Insurance Section and the Labor Section and whether mariner's employment offices had been set up. I was informed that unemployment insurance for seamen had a difficult start inasmuch as it was opposed by the owners of smaller craft who were said to disapprove of Seamen's Insurance in general and to oppose particularly unemployment insurance for seamen. The problem had not given rise to practical difficulties inasmuch as there was no unemployment among seamen in Hokkaido at the present time and to date no claims for unemployment insurance benefits had been filed by seamen. No mariner's employment offices had been set up. The Seamen's Patriotic Society (Kaiin Hokokudan), which has branches in the major port cities, had been approached by the Insurance Section and asked to disseminate among seamen the information necessary in regard to filing claims for unemployment insurance benefits and refer them to the general employment offices.

Reportedly Mr. Kawai, Chief of the Seamen's Insurance Section, Ministry of Welfare, had told the Insurance Chiefs at their last meeting in Tokyo that mariners employment offices might be set up in November 1948 in which case the prefectural Insurance Section was to cooperate with them; however, other information had not been received concerning this plan.

F. Shifting to National Health Insurance, the officers present expressed their satisfaction with the recent amendments as far as management of National Health Insurance by the local public bodies was concerned and also in regard to the greater freedom given to doctors and presumably conducive to better cooperation on their part. There was a strong feeling, however, that the amendments did not go far enough in making the system compulsory for everybody. This line was taken especially by Mr. Watanabe, Chief of the National Health Insurance Sub-section, who argued that the conditional compulsory

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feature inherent in the new law has proved unworkable in the past to the extent that it was present in Article 13 of the old law. This article was invoked in 263 localities out of the 270 cities, towns and villages of Hokkaido, that is, in all except the leading cities. Despite that fact, there are only 104 associations which can be said to be active at present; 146 have completely suspended operations and 20 more associations have partially suspended operations. Reportedly, these suspensions occurred in two major installments: one, right after the war and the dher from March 1947 until about the middle of 1947. However, occasional suspensions have continued to occur down to the present.

G. The reasons given for these suspensions were, first, the difficulty of obtaining adequate treatment from the doctors, and, secondly, the fact that farmers and fishermen, although admittedly rich with new yen, preferred to put their money into buildings for the farms, etc., rather than putting it into insurance.

Consequently, the average contribution per family per year, at the beginning of the fiscal year 1947, was as low as 270 to 280 yen. In the latter part of the year, it was reportedly revised upward and, by January 1948, had reached an average of 500 yen. Reportedly, the impulse to raise contributions had come from a Tokyo press conference held in June 1947 in which officers of this Division had expressed the need for upping the contribution rates. It was interesting to learn that the repercussion of this statement had reached down into the several National Health Insurance Associations of Hokkaido and had stimulated some to take action in conformance therewith. At present, the maximum contribution per family per year is 1,734 yen, the minimum is 30 yen. Mr. Watanabe reported that the major reason which made the membership amenable to such raising of contributions was the establishment of 44 clinics under direct association management. Forty more clinics are being planned.

H. I was informed that a referee, Mr. Uchiyama by name, had been appointed in November 1947 and had attended to the job of publicizing the referee system. There had been four cases of appeals in toto, all four arising under the government-managed part of Health Insurance.

Time did not permit an exploration of the referee's activities except for the establishment of the fact that, in addition to being referee, he was serving also as chief of one of the six subsections of the Insurance Section, called "Supervision." I questioned the legitimacy and desirability of such cumulation of offices and in reply I was informed

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that Mr. Kato of the Ministry of Welfare had told the Insurance Section Chiefs assembled in Tokyo that the referees should attend primarily to their own business but that they may assist with important jobs outside of the referee field. This was taken to mean that they could carry on related functions and was interpreted in this way not only in Hokkaido but, so I was told, in several prefectures on Honshu as well. The meeting was adjourned at 12:15 p. m.

I. The meeting was resumed at 1330 and Mr. Watanabe of the National Health Insurance Subsection requested me to answer the following questions:

1. "What is the fate of the comprehensive social security bill, along the lines of the British model, which insurance officials throughout the prefectures have been lead to believe has been worked out in the Ministry of Welfare and about which many questions are being asked?"

Upon inquiries on my part, it became clear that Mr. Watanabe was referring to the recommendations submitted to the Ministry of Welfare by the Social Security Investigating Committee. Apparently, these had been printed or mimeographed and distributed to all prefectures. In a somewhat hasty identification of this committee with the Ministry of Welfare, the officials had been lead to believe that plan had been adopted as the Ministry's policy. Also they said they had been strengthened in this belief by a certain popular demand for such a system which has found expression in a number of newspaper editorials, samples of which were submitted by Mr. Watanabe and are included with this report.

The immediate purpose of Mr. Watanabe's question was his desire to give an authoritative answer to this question at a meeting of Hokkaido insurance officials which was to be held in Sapporo on 10 August. I informed those present that, to my knowledge, no such plan had been drawn up by the Ministry of Welfare nor was SCAP intending to recommend any such plan to the Japanese Government for adoption. As a reaction to my reply, Mr. Watanabe pointed out that Article 25 of the Constitution did seem to point to an all-inclusive social security scheme and while he did not think that everyone should be covered right away, he did feel that an attempt should be made in short order to cover a great majority of the people.

2. The second "question" was actually a grievance. Loan requests for the establishment of clinics and hospitals under direct menagement of National Health Insurance Associations and establishment of rest homes, bath houses, etc.,

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were said to be streaming into the Insurance Section and to total around 40,000,000 yen if the requests from Health Insurance be included along with the requests for National Health Insurance. No loans were obtained from the Welfare Pension Reserve Fund. Some loans were obtained, however, from the Takushoku Bank. However, such loans had to be classed as B-2 loans, needing the approval of the Bank of Japan, which made it difficult for that bank to extend such loans even though willing to do so. The request concerned the removal of restrictions of such loans and the reactivation of the welfare pension reserve for the purpose of making such loans.

I replied that we were deeply interested in this topic and would look into all available possibilities for meeting his ~~business~~ request at an early date. I added that I could not make any promise as to the success of any such intervention.

J. The remainder of our conference was given over to a checkup on current statistical reporting under the several programs. The first thing which was apparent was a six months' delay and other irregularities in the reports required from the Health Insurance Societies. No satisfactory explanation was given for this sad state of affairs. By contrast, the remaining reports required under the three compulsory schemes seemed to be coming in on time and were dispatched on time to meet the deadline on which they were due at the Ministry of Welfare.

K. However, there were indications that wages reported were lower than wages actually paid, judging from current wage statistics,and that some of the employers legally to be covered had failed to take out coverage under the several programs.

Thus, it appeared that for government-managed Health Insurance, out of a total of 111,185 insured, as many as 70,000 were in the first seven wage classes. Only 5,743 were in the highest wage class No. 17 (¥ 5,100) and the average taxable wage reported was 2,295 yen. My suspicion was confirmed by the officials present. They informed me that, prompted by the unemployment insurance administration, they had made a sample check on coverage, investigating 300 establishments all over the island out of a total of 4,452 establishments covered. Wages were found to have been understated in the insurance reports submitted by 250 out of the 300 places.

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Furthermore, upon notification by the unemployment insurance administration that there was a discrepancy in coverage amounting to 720 establishments, the prefectural Insurance Section begun a checkup which is still in progress. Up to the time of reporting they found that while 170 establishments were included by mistake and 500 more were found not to be eligible under either Health Insurance or Welfare Pension Insurance, 620 establishments were determined to be eligible for compulsory coverage but were not so covered. Approximately 500 more were under investigation.

L. The most disorganized situation was found to exist in National Health Insurance reporting. It developed that most of the associations simply had not sent in any reports after July 1947, excepting only a very few. Yet 124 requests for national subsidies were received prior to the day of inquiry.

The necessary admonitions and exhortations called for by the situation described were given to the officials present, and Captain Wolfe promised to follow up the spot check by periodical inquiries of a similar nature. The meeting was concluded at 4:00 p. m.

M. The next morning, 29 July, at 6:20 a. m., Captain Wolfe, the interpreter and myself left by train for Asahigawa, located in the center of the island, which is the seat of one of the island's three social insurance branch offices and of one of the 14 districts of Hokkaido, corresponding to the counties (guns) in other prefectures. The name of the particular subdivision is Kamikawa.

N. We were met at the station by the Japanese officials from both offices and met at the Kamikawa district office first, shortly before 10:00 a. m. Messrs. Wakabayashi, Chief of the office, and Shimozaki, Welfare Officer, gave us the following information:

There are 35 associations in the 34 towns and villages of Kamikawa district. The town of Kakasu has two farmers' cooperatives, each operating National Health Insurances. Of these 35, only 17 can be called active. Six are fully suspended, 10 carry on only health services but of these ten, five do not even have nurses. Of two of them, nothing could be said except that their activities are very limited.

In the 17 active associations, the average contribution per family per year was 500 yen, the maximum, 1,460 yen; the minimum 300 yen.

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O. A check on the state of National Health Insurance local reporting revealed that reporting habits differ a good deal between the several associations. Some have not submitted reports since May 1947. On the other hand, 28 reports were received for March 1948, 16 for April, 15 for May and 5 for June 1948. Upon my question whether suspended associations do send in reports, and whether they were maintaining any clerical or other personnel, I was told that they did not maintain any personnel but that someone in the town or village office would submit reports although seldom on time. "On time" was understood to mean two months after the month reported on. Thus, the January report would be considered on time if it arrived in March.

P. It developed that associations were asked to send in two monthly reports. I was unaware of any such requirement and after a number of questions and misunderstandings found out, to my surprise, the following explanation: An earlier monthly report form had been revised slightly by the prefectural Insurance Section; but since the earlier form apparently was not explicitly declared as obsolete, the district officials had continued to collect ever since the old, as well as the new, report , conveying virtually identical information submitted by the reporting associations! The officials were apprised of the nonsensical and wasteful character of this procedure.

Q. Requests for subsidies had been received from all 28 associations continuing activities of some sort. Annual reports for 1946 fiscal year were reported to have been received from all associations by December 1947. But since no information had been received as yet regarding the annual report for 1947, they had not yet requested or received it from any association. (It should be pointed out that present practice permits the 1947 report to be submitted as late as the beginning of the fiscal year 1949, thus entailing one year's delay in reporting which does not seem called for or necessary by any consideration of practicality or utility.)

R. In reply to my question, what means have been used to improve this state of affairs, both in general and in regard to reporting, I was told that as many as three letters have been sent out to the associations, in some cases followed up by phone calls. In addition, quarterly meetings were being held of representatives from all associations and sometimes meetings would be held in between at least twice a year, on a smaller scale.

Reportedly, the agenda for these meetings to which representatives of the prefectural Insurance Section and of

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the Federation of National Health Insurance Associations would be present, usually includes a discussion of management and administration and of the activities of National Health Insurance Associations.

Finally, representatives of the district office were said to go out about twice a month to see one association at a time. Thus, they would manage to see about 20 associations per year.

S. The general impression I had of the officers present, that is the two above-named officers and the man specifically in charge of National Health Insurance, working under the direction of the welfare officer, was that they lacked initiative, intelligence and enthusiasm for the job, as well as adequate education. The only exception was the office chief who was a university graduate but apparently had little knowledge of National Health Insurance operations. The meeting was concluded at 1215.

T. At 1330 we met at the Asahigawa Social Insurance Branch Office with Mr. Ichide, Chief, and his four section chiefs. I was surprised to find a number of clear and well drawn charts hung all around the office. Also, I was glad to find that the local reporting situation was, by a large, excellent. Delays are rare, we were told; mistakes, however, rather frequent. In such cases, corrections must be made after receipt of the report. Health and Welfare Pension Insurance reports are always collected together, Seamen's Insurance separately and with occasional delays. There is no contact with the Health Insurance Societies. These report directly to the Insurance Section of the prefecture in which the head office of the company is located. Consequently, there was absolutely no information available at the office concerning these societies and not even their number, which is appreciable, was known there. Likewise, the Branch Office has nothing whatever to do with the processing of long-term benefits under Seamen's Insurance. This is done directly by the Welfare Ministry. Curiously, the Branch Officials seemed to be under the impression that these long-term benefits were still being paid by the Transportation Ministry as they were during the war. However, these matters, strictly speaking, are outside of their competency and they did show themselves properly informed about anything that concerned them directly.

U. I noticed here and in other insurance offices I visited subsequently that no supplementary data to the monthly report on Health Insurance were being prepared concerning treatment in government hospitals despite the fact that there is a government hospital in the area. Data on payment of medical

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expenses are rendered monthly but not on an annual basis. Apparently annual digests are compiled in the Insurance Section from the monthly data received from the field.

The meeting was concluded at 1515. We returned from Asahigawa to Sapporo and from there, I took the night train to Aomori.

G. F. Rohrlich

G. F. ROHRLICH
Chief, Economic Analysis Branch
Social Security Division

DECLASSIFIED E. O. 12065 SECTION 3-402 / NNDG NO. 775013

SUBJECT: Survey of Juvenile Institutions

22 OCT 1948

with one institution definitely offering vocational training in strawcraft, woodcraft, and tailoring. All institutions benefit from the labor of the inmates either by assistance in cultivating their farms or direct profits from wages earned outside the institution.

d. With the exception of the reformatory at Kesennuma-machi, directors of the institutions consider the average intelligence of the inmates too limited and the period of their stay in the reformatory too short for the establishment of well planned educational services. A few had school books and material, but neither showed evidence of use. The program of three institutions did not include adequate educational or recreational guidance.

e. The staffs, as a rule, are untrained and have no special knowledge or skills. There are no psychiatrists or social workers on the staffs, nor academic or vocational teachers with training for the educational needs of the delinquent child.

f. The director of the reformatory, in determining whether the children shall be allowed to return home for short vacations or be discharged, notifies one of the twelve probation officers in Miyagi Prefecture, who, unknown to the child, observes his activities and reports to the Juvenile Court authorities.

g. The enclosed budgets are superficial outlines on income and expenses as taken from the financial reports submitted by the institutions to the Juvenile Court. Inspections revealed that institutions are receiving subsidies from Daily Life Security funds totaling ¥230,239.83 for the 1947 fiscal year and are not separating such funds into 'costs of care' and "costs of administration" in the cash receipts. Their bookkeeping system is inadequate for proper auditing and it is apparent that the Juvenile Court authorities exercise little surveillance over receipts and expenditures.

h. A study has been made of the percentage of relapses in delinquent behavior among the children who have been inmates. Indications are that three percent of the children again turn to delinquency. However, rehabilitation of the child cannot be effective if there is no definite program of education or vocational training, the children merely being used for servants for the institutions.

4. In analyzing the effectiveness of the institutions' programs, the following conclusions were reached:

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SUBJECT: Survey of Juvenile Institutions

22 OCT 1948

a. In order to re-educate and prepare delinquent children for a normal life in the community, the institutions' programs for educational, vocational, and spiritual guidance should be improved. Efforts should be made to have qualified academic and vocational teachers on the staff, and a director capable of group management with a sympathetic understanding of children. More time should be spent on education and vocational training, and less on work in the fields or in outside employment.

b. None of the four private institutions inspected were filled to capacity. It is felt that if the children could be placed in these institutions according to age and intelligence groups, staff personnel and equipment could be better arranged to meet their needs. The children in each institution vary so according to age and intelligence it is difficult to present a suitable educational program.

c. Utilization of the children for work on the farm or in the household might be considered to have some therapeutic or disciplinary value if the private owner does not profit thereby, the children allowed to save their earnings, and the hours of work limited so that they do not interfere with the re-education and training.

d. Administration of the institutions, especially expenditures, should be closely supervised by the Juvenile Court, as well as supervision over the rehabilitation programs. It is suggested that a possible solution be the transfer of the administration of the training to the child welfare section of the Prefectural Welfare Department, to allow for a more complete integration into the child welfare program of the prefecture.

J. H. BOLING
Lt. Col., FA
Commanding

4 Incls
1. Check list (Ishinomaki Reformatory)
2. Check list Kessennuma Reformatory)
3. Check list (Yamota Reformatory)
4. Check list (Sendai Reformatory)

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AG 353.81 (D)
(22 Oct 48)

1st Ind. AWP/if

SUBJECT: Special Report, Miyagi Military Government Team Survey of Juvenile Institutions

Headquarters Tohoku Military Government Region, APO 309, 10 Nov 48

TO: Commanding General, IX Corps, APO 309

1. Forwarded in compliance with reference cited in paragraph 1, basic communication.

2. Concur with recommendations contained in paragraph 4 with the exception of first sentence of paragraph 4d. This headquarters recommends that the administration of these institutions be transferred to the prefectural welfare departments.

FOR THE COMMANDING OFFICER:

AG 353.81 (D)
(22 Oct 48)

2nd Ind. AWP/if

Headquarters IX Corps, APO 309

TO: Commanding General, Eighth Army, APO 343

DECLASSIFIED E. O. 12065 SECTION 3-402 / NNDG NO. 775013

TIMETABLE

Note: At the times indicated below, the SMGO or one of the section chiefs will inform the mayor of the incident.

HOUR	INCIDENT
0910	Exercise starts, smoke grenade is set off near Labor Standards Office.
0940	Fire has spread to school building. All persons must evacuate the building.
0950	Fire looks as if it may be a major disaster. Have one fire truck sent here immediately from YONEZAWA.
1005	Relief supplies should be brought from warehouses to the disaster scene. Food should be cooked for at least 50 persons. Kitchens should be set up. Blankets, pots and pans should be brought to the scene.
1015	One person had TYPHUS FEVER. Steps must be taken to prevent an epidemic.
1030	Thirty school children who evacuated the schoolhouse have burns and injuries. These must be treated at the aid station.
1045	Fire spreads to cover the entire block. All persons should be evacuated.
1050	Special train should be made up and waiting at the RTO in which to evacuate casualties. Train should be made up of four cars.
1105	Thirty casualties must be loaded in vehicles and taken to the RTO to be loaded on the special train to be evacuated.
1110	Twenty persons are casualties who just evacuated houses in the block.
1120	Send for one fire truck to come here from TENDO to assist in fighting the fire.
1300	Fire jumps to old 221st Hospital area. (six blocks from scene of original fire)
1315	One fire truck must be sent here from CAMP YOUNGHANS immediately.
1320	First aid stations must be set up in this area.

Inclosure #1

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1330 One fire truck is needed from KAMINOYAMA immediately.

1335 All persons in this housing unit are casualties.

1345 One hundred more blankets are needed here at the scene, Yamagata City has none.

1400 Install emergency telephones at this location so as to have communications between your Station and Yamagata Military Government Team Control Station.

1430 Exercise is ended. Conference to be held at City Office at 1500 hours.

C.O.
E.O. 805
Adj.
Def.Co.
Econ.
Ed.
Info.
Lab.
Leg.
Welf.
Hlth.

CENTRAL FILE
DETACH FILE
SECTION FILE

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Children's Bureau
Ji-Hatsu #50
October 1st, 1948

Functioning of Family Care

(Official Translation)

A child's care is given best by its own parents in its own home. There are, however, numbers of children in each community who have no one to take care of them or whose guardians fail to give them adequate care. For those among them who have guardians, the Nation must give their guardians guidance and assistance so that they may properly assume their responsibility. Nevertheless if condition will not improve the children should be taken any from their guardians and placed where they may be able to receive adequate care. The children without guardians should be dealt with similarly as above without delay. Beside the various kinds of child welfare institutions to take care of such children, there are family homes who wish to bring up such children. There are two kinds of such family homes -- namely the foster home of Child Welfare Law and the adoptive home by adoption prescribed in the Civil Code. These instructions are to regulate the function of family fostering of these two kinds of homes. The Child Welfare Center is to act as the central organ by making investigations, taking necessary procedures giving guidance and intermediary services, etc., so that the family foster care may be carried out to the best interest of the children. The idea of family foster care for the children should diffuse into the general public understanding and cooperation and the utilization of the Child Welfare Center should be promoted.

Chapter I.

The Foster Parent of the Child Welfare Law

I. Definition of the foster parent.

(1) The foster parent is a person who wishes to bring up a child (children) in her own home temporarily or continuously and has been registered.

The children in preceding paragraph means those under 13 years of age without guardians or with guardians who have failed to give them adequate care and whom the governor of Metropolis, Hokkaido or the prefecture has considered as fitted to be placed in the foster home.

II. The functional organ of foster home system.

(1) As for the foster home, the governor of Metropolis, Hokkaido or the prefecture, the heads of the Child Welfare Centers, child welfare officials, Hodein (Kyogo case worker), child welfare workers and the superintendents of the child welfare agencies are provided for its functioning by Child Welfare

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III. Diffusion of the idea of the foster home, investigation and decision of approval.

(1) The governor of Metropolis, Hokkaido or the prefecture, by himself or by the heads of the Child Welfare Centers, the child welfare officials and the child welfare workers, etc., shall make the effort to diffuse the idea of the foster home so that the general public may so understand and cooperate and those who wish to have their own children cared for by others and those who wish to bring up the children may come to the Child Welfare Centers for consultation.

(2) One who wishes to become a foster parent (foster parent applicant as the same hereinafter) shall submit the application of foster parent as per the attached form No. 1 to the governor of Metropolis, Hokkaido, or the prefecture via the Child Welfare Center under which jurisdiction the district of her residence is located.

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(3) As soon as the foster parent application is received, the head of the Child Welfare Center shall send either a worker of the center, a child welfare official, Hodoin (Kyogo case worker) or a child welfare worker to the home to make the necessary investigation and fill in the investigation sheet as per the attached form No. 2 which is to make is clear whether the home is adequate or not. With this sheet the foster parent application shall be submitted to the governor of Metropolis, Hokkaido or the prefecture.

(4) The family investigation of (3) shall be made on the following items:

1. Concerning the foster parent applicant (inclusive of the woman who will take the main responsibility for the care of the child, foster mother as the same hereinafter):

a. Name, address, age, sex, character, history, vocation and religion

b. Reason for the application, degree of understanding and the program for child care and upbringing and interest.

Kind, place and condition of work by the child in case the foster parent applicant wishes to have the child work under or with him while the child is place for care.

c. Health conditions, Health certificate from a health center or a national hospital shall be submitted in case considered as necessary.

2. Concerning the persons with whom the foster parent applicant shares the home.

a. Names, ages, sexes, relations with the applicant, characters, histories, and vocations.

b. Degree of understanding in child care and upbringing.

c. Health conditions. Health certificate from a health center or a national hospital shall be submitted in case considered as necessary.

3. Concerning the foster parent applicant's family.

a. Social adequacy and general family atmosphere.

b. Economic conditions.

c. Dwelling.

d. Hygienic environment.

e. Neighborhood reputation of the family.

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3. Concerning the foster parent applicant's family.

a. Social adequacy and general family atmosphere.

b. Economic conditions.

c. Dwelling.

d. Hygienic environment.

e. Neighborhood reputation of the family.

4. Condition of and the distance to the school.

5. Local and social conditions of the neighborhood.

6. Any other item considered as important.

(5) The approval for the foster parent shall be based on the following standards:

1. Both the foster parent applicant and the persons with whom the applicant shares home must have understanding in child care and upbringing with interest and the abundance of love for the children.

The standard of preceding paragraph is especially important with the foster mother.

2. Mentally and materially a healthy and happy family life is required.

Although the property may not be necessarily needed, and adequate living is required.

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3. The reason to accept the child for his care must never be based on the purpose of exploit him nor to get the money paid for the expense of care by fraud.

4. There should be no one among the foster parent applicant and those who share the home with the applicant whose health and character have harmful effect on the child's mind and body.

5. The home of the foster parent applicant and its neighborhood must be conducive for the child's health, education and general welfare.

6. One who wishes to care for an infant should preferably have the breast milk adequate in quality and quantity.

7. It would be preferable that there should be no child of the foster parent applicant's own who is of the same age with the child to be fostered.

8. It is preferable that the number of the children cared for in the home of the foster parent applicant including the children who actually live with her shall not be more than six.

9. The foster parent applicant (foster mother included) is preferably of the similar ages with those of the parents of the child to be placed for care.

(6) The governor of Metropolis, Hokkaido or the prefecture shall refer to the opinion of the Local Child Welfare Board before the approval for foster parent is to be decided for the foster parent applicant according to the standards of (5).

With the decision of the approval for a foster parent by preceding paragraph the necessary items shall be entered into the foster parent register.

(7) A foster parent who finds herself unable to receive a child due to a sickness or any other unavoidable reason before she will accept a child shall report it with its reason to the governor of Metropolis, Hokkaido or the prefecture without delay.

In the case of preceding paragraph the governor of Metropolis, Hokkaido, or the prefecture shall take the said foster parents card or the column out of the register file or book after referring the opinion of the head of the Child Welfare Center.

(8) In case a foster parent applicant was considered as inadequate, the governor of Metropolis, Hokkaido or the prefecture shall notify the applicant about it.

IV. Placement.

8. It is preferable that the number of the children cared for in the home of the foster parent applicant including the children who actually live with her shall not be more than six.

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IV. Placement.

(1) The governor of Metropolis, Hokkaido or the prefecture shall make the effort to utilize the foster parent when he takes the measures or the change of the measure of Law, Article 27, Paragraph , Item B. The weak, crippled, feebleminded or delinquent children at fairly high degree, however, shall not be placed in the foster home unless the foster parents have deep understanding and zeal.

(2) When a child is to be placed in a foster home, selection shall be made to suit the child to be placed.

(3) The head of the Child Welfare Center shall notify the governor of Metropolis, Hokkaido or the prefecture about the children who were notified as provided or came for consultation and for whom the decision of foster home placement was made after medical, psychological and social investigations were made as per the attached form No. 3.

(4) The head of the Child Welfare Center shall keep close liaison with the child welfare institutions in the district of his jurisdiction and take the necessary measure for the children in the institutions for whom the placement in the home is applied.

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In the case of preceding paragraph, the head of the Child Welfare Center shall make necessary investigations on the child's health, character, social histroy etc., and report as per the attached form No. 3 to the governor of Metropolis, Hokkaido or the prefecture.

(5) In case the governor of Metropolis, Hokkaido or the prefecture will place a child in a foster home as a measure or the change of the measure by Law, Article 27, Paragraph 1, Item 3, he shall refer to the opinions of the heads of the Child Welfare Center and the child welfare institution (at the time when the child in the said child welfare institution is to be transferred to a foster home) and the child or its guardian respectively according to the need.

In the case of preceding paragraph the governor of Metropolis, Hokkaido, or the prefecture shall notify the child or its guardian about the foster parent with whom the child is to be placed and its expense.

(6) When a child is to be placed in a foster home the governor of Metropolis, Hokkaido or the prefecture shall send to the foster parent the note (attached form No. 4) which bears the child's name, sex, age, health conditions, intelligence, character, social history and any other necessary matters important for the care of the child via the Child Welfare Center and enter the necessary matters into the register.

In the case of preceding paragraph the head of the Child Welfare Center shall send a copy of the note of preceding paragraph to one of the child welfare official, Hodoin (Kyogo case worker), and the child welfare worker etc., assigned for the area where the foster parent resides that the latter may give guidance for the foster parent, and the foster parent shall be notified about it.

(7) When an infant or preschool child is to be placed with a foster parent, the head of the Child Welfare Center must instruct that his or her maternal-and-child's handbook will be sent with the child. In case the maternal-and-child's handbook was not yet secured by the child or the child's guardian, the foster parent must be instructed to secure it from the mayor of the city, town, or village where he lives.

(8) With one who is bringing or is going to bring up a child who is related within third degree, the governor of Metropolis, Hokkaido or the prefecture shall not take it as the measure by the Law, provided that with aunt and uncle who are not able to afford to care for the child, however, it is not applicable.

(9) The governor of Metropolis, Hokkaido or the prefecture shall not place a child with any person as a foster parent whose sole object care the child is to let the child work or who wishes to let the child work out from the beginning.

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(10) When a child is to be placed with foster parent who wishes to have the child work under him while giving him care, the governor of Metropolis, Hokkaido or the prefecture shall fill in the matters to be complied by the foster parent on the sheet (Form No. 4) of IV. -(6), paragraph 1 and give it to the foster parent through the Child Welfare Center. The child less than 13 years of age, however, shall never be placed with such home.

When preceding conditons will be determined each of the following matters shall be complied with while careful attention shall be paid at the same time for the care of the child.

(A) A child, who has completed the compulsory education under the provision of School Education Law shall not work over 7 hours a day and 42 hours a week and a child who attends to the school not over 6 hours a day and 36 hours a week including the school hours.

(B) The child shall never be used for dangerous or harmful work or work with heavy material.

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The child who attends to the school shall not used for any work other than the very light work.

(C) Any other work which gives the child physical or mental pain.

(D) The child shall never work after 8:00 p.m. and before 5:00 a.m.

(11) The governor of Metropolis, Hokkaido or the prefecture shall not place two or more children in a foster home by a measure at the same time unless for the special reason such as being ailing, etc.

When a foster parent who cares a foster child wishes to receive additional child, the governor of Metropolis, Hokkaido or the prefecture shall refer to the opinions of the head of the Child Welfare Center and the home visitor who is in charge of guiding the foster parent before the placing is made.

V. Delegation of competence to the head of the Child Welfare Center.

(1) It is desirable that the competence to place with child with the foster parent should be delegated to the head of the Child Welfare Center by the governor of Metropolis, Hokkaido or the prefecture as much as possible.

If the governor of Metropolis, Hokkaido, or the prefecture will delegate the competence of preceding paragraph to the head of the Child Welfare Center, the provisions of Chapter I shall be changed according to the degree of delegation.

In this case the head of the Child Welfare Center shall report to the governor of Metropolis, Hokkaido or the prefecture on the matters considered as necessary.

VI. Care at the foster home.

(1) The foster parent shall bring up the child with genuine love and understanding as a real member of the family in the home like atmosphere so that the child may grow up to become an individual with healthy body, rich sentiment and good common sense.

The home must keep mutual loving relationship and avoid any behavior harmful for the child's mind and body.

The child's initiativeness shall be respected as much as possible.

(2) Diet for the child shall be of sufficient in variety of calories and protein for the child's healthy development.

No discrimination shall be made for the meal which shall be served at the same table with the family in a happy atmosphere.

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(2) Diet for the child shall be of sufficient in variety of calories and protein for the child's healthy development.

No discrimination shall be made for the meal which shall be served at the same table with the family in a happy atmosphere.

The foster parent who cares the infant in need of the breast milk and who has too little of or not her own milk shall get the guidance of nearby health center, physician (preferable pediatrician) or public health nurse so that the cow's milk, goat's milk or a milk product suitable for the infant may be given adequately and regularly.

(3) The child of school age shall attend the school under the provision of School Education Law, necessary school materials shall be provided and assistance for the school work shall be given.

(4) Foster parent shall pay proper attention on the child's play, play place, play apparatus, reading, motion picture he sees, etc., and keep a close watch over his friends, behavior, things he has so that he may not only be safeguarded from becoming delinquent but be guided for better.

(5) The child shall be properly clothed. Clothing shall be kept clean and in good repair.

(6) The infant shall be kept in the dry and clean diapers.

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(7) The infant shall have bath at least three times in a week.

(8) The foster home shall be provided with the necessary family drugs for the child.

(9) The foster parent shall give full attention on child's health -- nutrition and general development, etc., and in case there is any trouble about child's health, such adequate measure as consulting immediately to nearby health center, physician or a public health nurse.

In case the child became seriously ill, ran away or was found with any serious accident, the foster parent shall take up the necessary measure and immediately report it to the home visitor and to the governor of Metropolis, Hokkaido, or the prefecture via the Child Welfare Center.

(10) In case there is a trouble or a danger for it for the care of the child, the foster parent shall secure the home visitors assistance.

(11) The child shall never be exploited nor employed for the work undesirable for his health, education and other welfare.

(12) The foster parent shall never treat the child with discrimination from her own children.

(13) The foster parent shall never trust the child under her care with someone else. It is provided, however, that the child may be placed temporarily with someone with approval of the home visitor in case the foster parent has to travel or her temporary absence from home due to the specific reason.

(14) The foster parent shall not have the child under 12 years of age work (light domestic helpings such as cleaning around the house or in the kitchen etc., are not included here).

(15) The foster parent shall not let the child under 15 years of age work out at other person.

(16) The foster parent shall apply for the approval of the governor of Metropolis, Hokkaido or the prefecture through the Child Welfare Center in case of any one of the following cases: (light domestic helpings such as cleaning around the house or in the kitchen, etc., are not included here).

(A) In case the child is going to start working at the foster home.

(B) When the child has grown up fifteen years of age in the foster home and is going to work outside the home.

(C) When the child is going to change his work or his work place.

When the child is to work out at other person's as in preceding para-

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(B) When the child has grown up fifteen years of age in the foster home and is going to work outside the home.

(C) When the child is going to change his work or his work place.

When the child is to work out at other person's as in preceding paragraph, it is subject to Labor Standard Law at the working place.

The governor of Metropolis, Hokkaido or the prefecture who has received the application of Paragraph 1 shall make investigation of the work, work place, and labor conditions, etc., of the child and request the opinions of the home visitor and the child's own. And only when he found it with no harm for the child's growth he may give the approval.

When the child works under the foster parent the card on which the matters to be complied with are filled in shall be given to the foster parent. The provision of IV. - (9) paragraph 2 shall be applied for the decision of the conditions.

(17) Death and the change of address of or any important change with the foster parent shall be notified the governor of Metropolis, Hokkaido or the prefecture via the Child Welfare Center without delay.

The same shall be applied when the child reached the age of eighteen.

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VIII. Guidance

(1) The head of the Child Welfare Center shall keep for each child a copy of each of the foster parent register and referring a card of child placement (Form No. IV) and shall enter every important record after placement was made keeping a clear picture of the child so that he may give adequate and up to point guidance.

The head of the Child Welfare Center shall give the home visitor the advice for guiding the foster parent according to the need.

(2) The head of the Child Welfare Center shall have the home visitor visit the foster home at regulare intervals while a child is placed and give necessary guidance concerning the child care.

The home visit of preceding paragraph shall be made once in fortnight for two months immediately after the placement was made and once in a month for another two months.

(3) The home visitor shall visit the foster home when the foster parent asked for an assistance or a visiting was considered as necessary besides the regular visiting of (2).

(4) In giving guidance to the foster parent the home visitor shall have through investigation and understanding, and make her understand with kindness and courtesy.

(5) The home visitor shall keep the record (the attached form No.6) for each foster parent in his charge and enter the necessary record after each home visit and shall report it to the head of the Child Welfare Center.

The head of the Child Welfare Center shall, if necessary, report to the governor of Metropolis, Hokkaido or the prefecture what was reported by preceding paragraph.

(6) In case an inadquacy or uncooperativeness for the advise given was found on part of the foster home, the home visitor shall report it with his own opinion to the head of the Child Welfare Center.

(7) When the care of the child cannot be continued due to the sickness or any other reason on part of either the foster parent or the child, the foster parent shall report it with its reason to the governor of Metropolis, Hokkaido or the prefecture via the Child Welfare Center.

(8) With the proper reason of (5) or (6) or others, the governor of Metropolis, Hokkaido to the prefecture may release or change the measure of Law, Article 27, Paragraph 1, Item 3, after referring to the opinions of the head of the Child Welfare Center and the home visitor.

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In the case of preceding paragraph the governor of Metropolis, Hokkaido, or the prefecture shall climinate the card or the item about the said foster parent out of the register.

VIII. From the foster parent to adoption.

(1) In case the foster parent wished to adopt the child she is caring, the head of the Child Welfare Center shall make necessary investigation and help for it.

IX. Cooperation between Metropolis, Hokkaido and the prefectures.

(1) When the governor of Metropolis, Hokkaido or a prefecture wishes to place a child with a foster parent who resides in another prefecture (or Metropolis, or Hokkaido) he shall ask the governor of said prefecture to find a suitable foster parent for the child sending the necessary papers concerning the child.

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The governor of Metropolis, Hokkaido or the prefecture who has received the papers of preceding paragraph shall select and adequate foster parent and shall send the necessary papers concerning the foster parent to the governor who has asked to find, notify the foster parent about it and make the entry about it into the register.

The governor of Metropolis, Hokkaido or the prefecture who has received the papers of preceding paragraph shall place the child with that foster parent if considered as adequate according to the paper sent.

(2) In case the governor of Metropolis, Hokkaido or the prefecture find no child to place with the foster parents in the area of his jurisdiction, he shall notify the governors of other prefectures (Metropolis, or Hokkaido) about sending the papers about the foster parents and notify the foster parents at the same time.

When the governor of Metropolis, Hokkaido or the prefecture who has received the notification of preceding paragraph will place a child with such foster parent, he shall do it according to the papers sent.

(3) When the foster parent with whom the child has been placed is not living in the same Metropolis, Hokkaido or the prefecture or has removed in another prefecture (Metropolis, or Hokkaido) the governor of Metropolis, Hokkaido or the prefecture who made the placement shall ask the governor of Metropolis, Hokkaido or the prefecture under whose jurisdiction the foster parent lives for the latters guidance and supervision over the said foster parent and notify the foster parent about it.

(4) The foster parent with whom a child was placed by the request of the governor of Metropolis, Hokkaido or a prefecture under whose jurisdiction her residence is not located shall receive the guidance and supervision of the governor of Metropolis, Hokkaido or the prefecture under whose jurisdiction her residence is located and the reports, notifications or the application for approval shall be made to the latter in the cases of VI - (9), (14), (15) and VII - (6).

The said governor of Metropolis, Hokkaido or the prefecture shall notify the governor of Metropolis, Hokkaido or the prefecture who has requested the child's placement in case any reason which will have effect on the measure of Law, Article 27 of preceding paragraph should be found.

(5) The governors of Metropolis, Hokkaido or the prefecture who made and received the request or the notification concerning the foster parent shall keep a close liaison and work cooperatively each other.

X. Expense

(1) The expense for the measure at the time a child is placed with a foster parent under the provision of Law, Article 27, Paragraph 1, Item 3,

(3) When the foster parent with whom the child has been placed is not living in the same Metropolis, Hokkaido or the prefecture or has removed in

foster parent under the provision of Law, Article 27, Paragraph 1, Item 3.

(3) When the local public body with which the child has been placed is not living in the same Metropolis, Hokkaido or the prefecture or has removed in another prefecture (Metropolis, or Hokkaido) the governor of Metropolis, Hokkaido or the prefecture who made the placement shall ask the governor of Metropolis, Hokkaido or the prefecture under whose jurisdiction the foster parent lives for the latters guidance and supervision over the said foster parent and notify the foster parent about it.

(4) The foster parent with whom a child was placed by the request of the governor of Metropolis, Hokkaido or a prefecture under whose jurisdiction her residence is not located shall receive the guidance and supervision of the governor of Metropolis, Hokkaido or the prefecture under whose jurisdiction her residence is located and the reports, notifications or the application for approval shall be made to the latter in the cases of VI - (9), (14), (15) and VII - (6).

The said governor of Metropolis, Hokkaido or the prefecture shall notify the governor of Metropolis, Hokkaido or the prefecture who has requested the child's placement in case any reason which will have effect on the measure of Law, Article 27 of preceding paragraph should be found.

(5) The governors of Metropolis, Hokkaido or the prefecture who made and received the request or the notification concerning the foster parent shall keep a close liaison and work cooperatively each other.

X. Expense

(1) The expense for the measure at the time a child is placed with a foster parent under the provision of Law, Article 27, Paragraph 1, Item 3, (expense for placement as the same hereinafter) includes the expenses for the care of the child, medical care and transportation.

The governor of Metropolis, Hokkaido or the prefecture shall pay the foster parent the expense for the care of the child at the beginning and that of medical care at the end of every month.

(2) When the governor of Metropolis, Hokkaido or the prefecture made a placement of a child with a foster parent in another prefecture (Metropolis, or Hokkaido, he shall make the payment of the expense for the placement directly to the latter.

(3) The governor of Metropolis, Hokkaido or the prefecture may not make the payment of the expense of the placement when the foster parent refuse it.

Chapter II. Adoption

I. Utilizing the Child Welfare Center.

The Child Welfare Center shall make the general public understand that any one who wishes to give away his own child for adoption or one who wishes

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to adopt a child and cannot find a proper person or a child can be helped for adoption at the Child Welfare Center.

II. Investigation and the decision of approval.

(1) When any one applied at the Child Welfare Center to find a child for adoption (applicant for adoption, as the same hereinafter) make the investigation of his family and the decision of approval shall be made by the head of the Child Welfare Center.

(2) When any one came for consulting about his or her own child to be adopted by some one else, the head of the Child Welfare Center shall make the investigation on the child.

Concerning the investigation and decision of approval, the respective provisions for the foster parent shall be applied.

III. Procedures for adoption.

(1) When there are an applicant for adoption approved after investigated under the provisions of II and a child or a child reported by the provision of Law who is suitable to be adopted by his found, one of the following procedure shall be taken.

It is provided that in such cases it would be proper to urge the applicant for adoption to bring up the child as a foster parent at least for over 6 months in so far as there is no special reason against it.

1. When the child's census registration is known:

a. The step for adoption shall be taken if the child over fifteen years of age wants the adoption, or, in the case of a child under fifteen years of age, his legal deputy (including the head of the child welfare agency) wants. But in this case also the permission of the court of Domestic Relations for the adoption is necessary.

b. In case the child is under fifteen years of age, without its legal deputy, the head of the Child Welfare Center shall take up the procedure to appoint its legal deputy at the court of Domestic Relations of the district where the child resides under the provision of Civil Code. /rticle 841.

If the head of the Child Welfare Center was appointed as the child's guardian by the procedure of preceding paragraph, he shall give his consent and take procedure for the adoption.

2. When the child's census registration is not known:

(1) When there are an applicant for adoption approved after investi-