

GHQ/SCAP Records(RG 331)
Description of contents



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Meguro Shoten

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340	c

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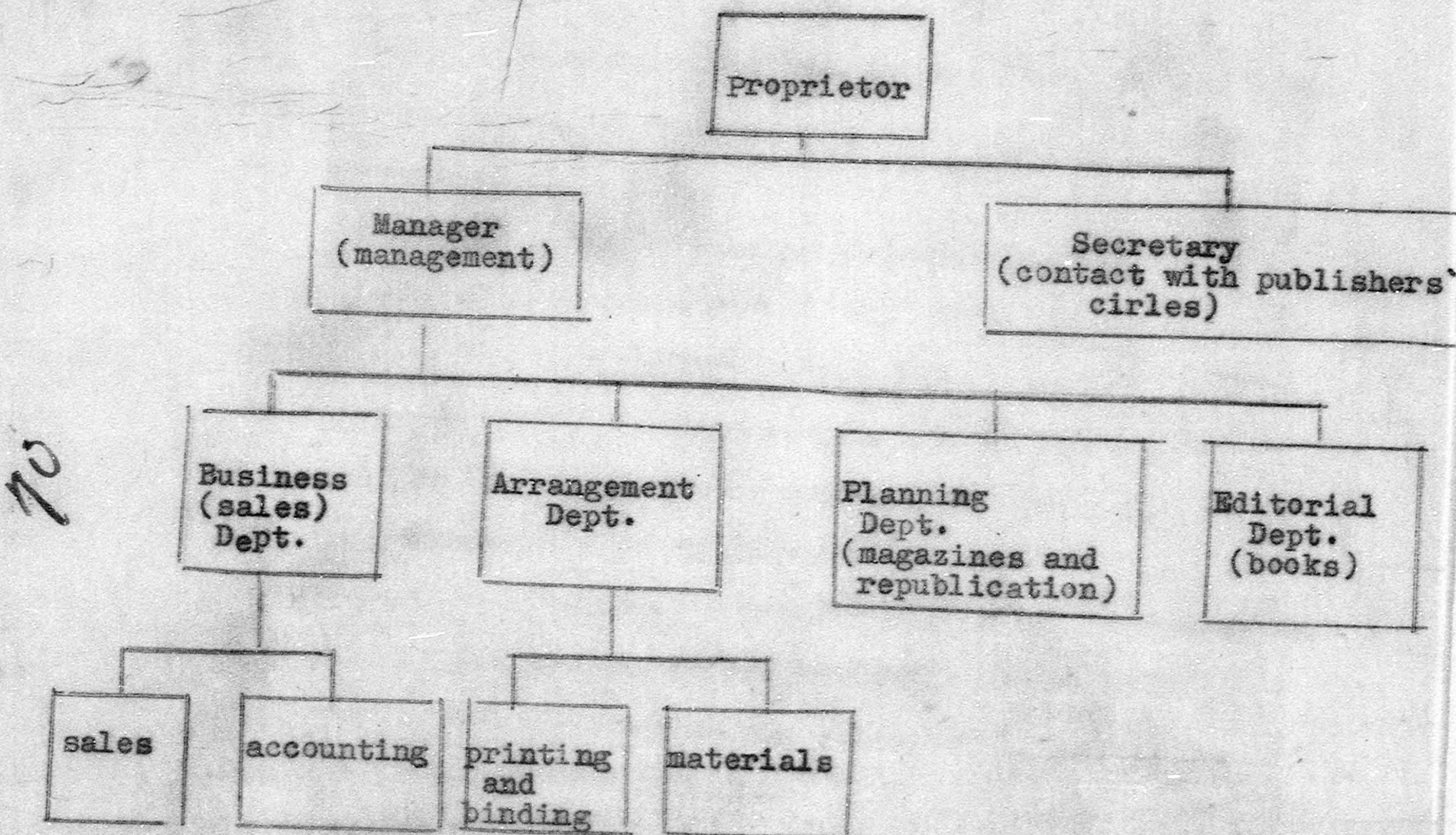
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Chart on the organization of the
"MEGURO SHOTEN":

(From July, 1937 to December, 1941)



As Meguro Shoten ~~is~~^{was} a proprietary business, there was nothing like well defined organization or staff system (Regulation on division of functions.) But the above chart shows its organization during the period in question. The explanation on each position is given hereunder.

1. Master.

The Master represented the store and supervised business of the store in general.

2. Secretary.

The secretary was charged exclusively with contact with the publishers' circles. He attended, therefore, the meetings of the Publishers' Association (Shuppan Kyokai), Middle School Text Book Association (Chute Kyokasho Kyokai), Youth Text Book Association (Seinen Kyokasho Kyokai) etc. and had connection with Publishers' Cultural Association (Shuppan Bunka Kyokai), Japan Publishing and Distribution Co. Ltd. (Nihon Shuppan Haikyū Kabushiki Kaisha) etc. in order to get the news of the publishers' circles and obtain necessary informations.

3. Manager.

The manager was charged with the general management as well as the business related to the general affairs and took part in the business related to the personal affairs (the kind of business to be taken care of by a steward) characteristic of proprietary business. He was a kind of so called "first chief shop-assistant".

4. Editorial Department.

The Editorial Department was in charge of editorial affairs in general and exclusively charged with the editing of books, in particular.

(As for the organization of this Department, your attention is called to the explanation on the Editorial Organization of the "Meguro Shoten".)

5. Planning Department.

The Planning Department was charged with the affairs related to the publication of periodicals and republication of books. There was no actual need of setting up anything as big as department for this business, but it was from the viewpoint of the disposition of personnel and the effect on the outside that the Planning Department was set up during the period in question.

(Your attention is invited to the explanation of the Editorial Organization of the "Meguro Shoten".)

6. Arrangement Department.

The Arrangement Department ^{was} ~~is~~ a name used by the publishers and means ~~actually~~ "Production Department". It was in charge of purchase of paper and other materials necessary for publication and of negotiation with printers and binders, but had nothing to do with the editorial affairs.

7. Business (Sales) Department.

The Business Department was mainly charged with the business related to sale and had no connection with the Editorial Department. The manager was for some time chief

of this department when the same position was vacant.

Explanation of the Editorial Organization
of the "MEGURO SHOTEN".

As we believe that your understanding of the characteristics of the editorial organization of the Meguro Shoten is most important, we wish to make the following explanation on it.

The editorial organization of the Meguro Shoten ~~is~~ ^{was} divided into the following three parts.

- Editorial Department
- 1) Publication on behalf of others.
 - 2) Periodicals.
 - 3) Books.

1. With regard to the publication on behalf of other organizations which ~~are~~ ^{were} not publishers, as these organizations ~~are~~ ^{were} not experienced or efficient in the acquisition of paper, choice of printers, choice of form of publications, determination of price, method of sale etc. or, in short, they lacked publisher's skill, we were asked by them to make publications on their behalf. In this case the editing was done by the editorial staff of each organization and Editorial Department had nothing to do with it.

2. There was no periodicals planned and edited by the Editorial Department of our bookstore. The planning and editing of periodicals were left to academic organizations concerned. The Editorial Department did not

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play any important part in the editing.

3. Only with regard to books, publication was undertaken with the understanding concerning the content of the book after consultation with the author or asking him to write. However, as our book-store was engaged in the publication of scientific studies, the number of copies ^{was} ~~is~~ mostly very much limited and none of our publications ^{were} ~~are~~ in the nature of propaganda, popular book or agitation.