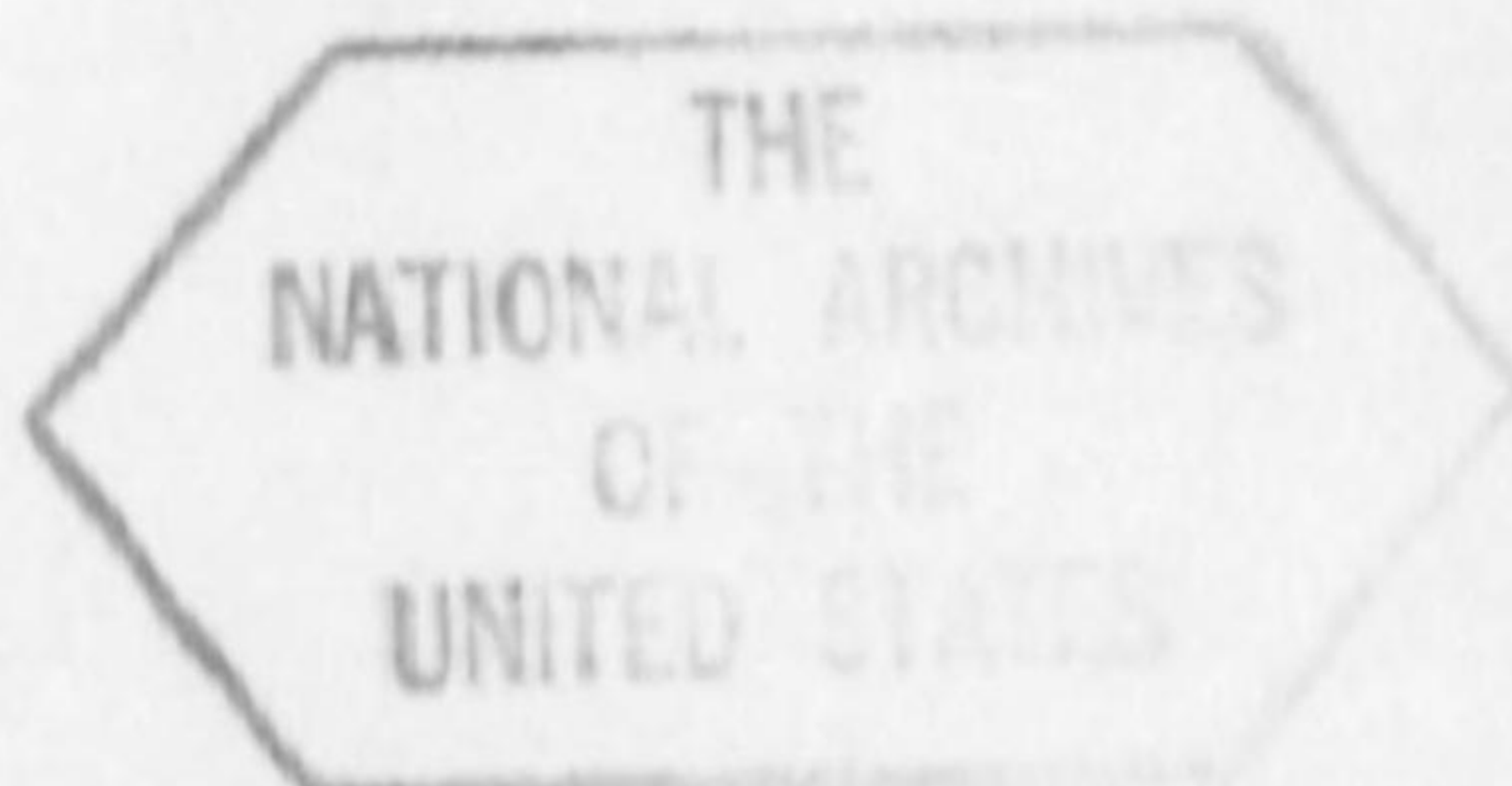


**GHQ/SCAP Records(RG 331)**  
**Description of contents**



- (1) Box no. 2329
- (2) Folder title/number: (9)  
16 A (89-122)
- (3) Date: Dec. 1948 - Feb. 1949

(4) Subject:

Classification	Type of record
035.3, 740	c

- (5) Item description and comment:  
Includes Contents List

(6) Reproduction:  Yes  No

(7) Film no. Sheet no.

NO.	DATE	FROM	TO	SUBJECT
97.	13 Jan	SPB		Postponement of Appli <sup>n</sup> ce of the Health Insurance Law & the Welfare Annuity Ins. Law to the A F Employees
98.	14 Jan	SPB		Memorandum on Responsibilities of Jap Govt Relative to Physical Exa. Preventive Immunization, Medical Care Hospitalization and other benefits for Japanese nationals employed directly by Jap Govt for the Allied Forces.
99.	18 Jan	SPB		Dismissal & Separation of the A. F.'s Employees Hired Directly by the Japanese Government.
100.	20 Jan	SPB		Periodical Report
101.	27 Jan	SPB		Periodical Report
102.	27 Jan	Hq. Aomori	MGT	Occupation Forces Employees.
103.		SPB		Econ. Principles Counter-measures for Labor in accordance with 9
104.	10 Feb	SPB		Dealing of Employees on Board the Ship for the A.F.
105.	10 Feb	"		The standards of advisers in the Table of Standard Wages of the Allied Force's Clerical Employees
106.		"		Synopsis of Unit System
107.	30 Nov. 48			1st to Labor Report
108.	29 Jan 49			Partial Revision of Pay Regulations for the A. F. Clerical Employees and Pay Regulations for the Dependent House Employees.
109.				Standard for Determining Wages of Advisers of the A. F. Employees.
110.	10 Feb. 49			Handling of Petitions, etc forwarded labor Unions
111.		SPB		Handling of Petitions, etc., Forwarded by Labor Unions of the Allied Forces' Employees.
112.		"		Instru. of Consent to Establt. of the Health Insurance Asstn. for the A.F. Emp. Hired Directly by Jap. Govt.
113.	10 Feb. 49			Periodical Report
114.				Foodstuff Money for Seamen Working for the A. F.
115.				Function of the Labor Management Organ for the Allied Forces' Employees.
116.				Function of the Labor Management Organ for the Allied Forces' Employees
117.				Partial Revision of Pay Regulations for the A.F. Empl. Hired Directly by Japanese Government
118.	10 Feb.			Periodical Report
119.	17 Feb.			Periodical Report to U.S. 8th Army
120.	19 Feb. 49			Presentation of Data Relative to Adjustment of the Table of Wage Standards for the Allied Forces' Clerical Employees (Including Dependent House Employees).
121.	28 Feb			SURVEY ON SUBSTANCE OF FUNCTIONS OF THE ALLIED FORCES EMPLOYEES
122.				Labor Dispute Jan. 1949 (over)

Matters to be Reported to the Eighth Army Head-  
quarters.

89. 23 Dec SFB

Revision of the Wage Scale for Mariners Working  
for the Occupation Forces.

90. 25 Dec SFB

1949

91. 6 Jan

Periodical Report

Table of Dates, Places and Assembling Areas of the  
Business Arrangement Meeting concerning Appliance  
of the Health Insurance Law and the Welfare Annuity  
Insurance Law.

92. Jan SPB

93. 17 Dec48 SPB NPB Handling of the Allied Forces' Employees Pursuant  
(Toku-Cho-Sho-Otsu to the Revision of the National Public Service  
No. 76) Law

94. 24 Dec48 NPAB SPB Answer regarding Handling of the Allied by the  
(Hoh-Shin-Kai- Japanese Government) Pursuant to the Revision of  
Hatsu No. 1134) the National Public Service Law

95. 13 Jan 49

Periodical Report to the 8th Army

~~95. 20 Jan 49 SFB~~

~~Pay Regulations for the Pilots in the Employment  
for the Allied Forces.~~

95. 20 Jan 49 SFB

Pay Regulations for the Pilots in the Employment  
for the Allied Forces.

96. 20 Jan 49 SPB

Handling of Services for Voting on the General  
Election Day.

TO:           Governors of To, Do, Fu and Ken.  
              Directors of Branch Offices of the S.P.B.

FROM:         President of the S.P.B.

SUBJECT:      Partial Revision of the Subject concerning  
              Dealing of Employees on Board the Ship  
              for the Allied Forces.

Among items relative to issuance of a labor requisition mentioned in "Subject: Dealing of Employees on Board the Ship for the Allied Forces" which was notified recently by Toku-Cho-Sho-Otsu-Hatsu No. 50, dated Feb. 12, 1949, the L.R. to be issued regarding furnishing of seamen for ships under the direct jurisdiction of the U.S. 8th Army being not the item to be managed by the Second Medium Port Headquarters but by the Marine Personnel Branch O.C.P. 8th Army, a part of the notification will be amended as follows, and you are requested to understand so.

In paragraph "a" of "1. Issuance of a Labor Requisition and Furnishing of Mariners", the sentence "...the L.R. which is to be issued by the Second Medium Ports Headquarters..." is amended as "...the L.R. which is to be issued by the Marine Personnel Branch O.C.P. 8th Army...".

From  
Ruzuki  
(Reason)

YLT Co  
12 April

Labour Disputes in January, 1949  
(Labour Ministry Information)

Labour disputes in Jan., 1949, showed a great decline in the number of cases as well as workers involved as compared with the preceding three months, and ~~the~~ particularly, the number of workers involved in labour disputes accompanied by acts of dispute decreased to the lowest level since the end of the war.

Such a significant change, though partly due to a seasonal fluctuation, was mainly due to the following facts:

- (1) that there were a very few unsettled disputes which were brought over to this month from last year, because many large-scale disputes including that of the All Japan Electric Power Workers Union had been brought to a peaceful settlement during December last.
- (2) that wage stabilization was accelerated by the effect of the 3-Point Program for Industrial Rehabilitation.
- (3) and, that labour-management relations were improved a great deal by the 9-Point Economic Stabilization Program.

The number of labor disputes in Jan. was 176 involving 383,590 workers. These figures represent a reduction of 81 disputes and of about 85,000 workers as compared with the preceding month. The figures also indicate that the number of workers involved was 1,570,000 less than in Jan. 1948. This was attributed to the abolition of acts of disputes on the part of public service workers.

The drop in the number of labour disputes accompanied by acts of disputes is especially noteworthy, such a small number of workers involved i.e. 7,545, being the lowest record since the end of the war.

The total number of man-days lost through strikes and lookouts was approximately 40,000, i.e., the figure for 5.5 per cent of the preceding month. This may be accounted for by the fact that labour disputes on a large scale, similar to those of the All Japan Express Workers Union and the All Japan Seamen's Union, did not occur in January, and that disputes of small unions were prevalent in that month.

Labour disputes in January were characterized by an increase in the number of demands against rationalization of industry, these demands representing 41.7 per cent, the highest percentage, of the total number of demands made. This sort of demands was noticed in many disputes in the machine and tool manufacturing industries. Of the demands against industrial rationalization, demands against discharge numbered 23, those concerning discharge allowances 9, and those against closing of establishments 3.

Cases of demand for higher wages and other allowances, which were the most numerous up to Nov. last year, dropped to the second place, i.e. 36.9 per cent, numbering 16.

Demands for a grant to cover part of the cost of living, an item of the largest percentage in the preceding month, was 8 in number, and demands for payment of wages in arrears numbered 7.

(Draft)

S.F.B.  
Labor Div.

*File 16*  
*SFB with*  
*check with*  
*Maj. Lode 64*

Outline of Execution of Physical Examinations  
of the Japanese Nationals Hired Directly by the  
Government for the Occupation Forces, and  
Operation of Dispensaries.

*Mr. Janice*  
*SFB*

I. Persons included:

Japanese nationals directly hired by the Government  
(called hereinafter the employes), are classified into  
three major groups of A, B and C.

(1) A. Food handlers and domestic employees are as follows:

Cooks, mess-hall waiters, kitchen employees, maids,  
waiters, barbers, etc.

(a) Food handlers and domestic employees of hospitals  
and billet mess-halls for the Occupation Forces.

(b) Food handlers and domestic employees of depend-  
ent houses.

(2) B. Office workers are as follows:

Clerks, typists, interpreters, translators, recept-  
ionists, elevator operators, and etc.

(3) C. Other employees are as follows:

Chauffeurs, mechanics, stevedores and odd workers,  
etc.

II. Examination at time of employment.

Examination at time of employment will be executed by  
following division:

(1) A.

1. Physical inspection.
2. Chest X-ray inspection.
3. Serological test for syphilis.
4. Microscopic examination of stool.
5. Culture examination of stool.

(2)

(2) B.

- 1. Physical inspection.
- 2. Chest X-ray inspection.

(3) C.

- 1. Physical inspection.

*3. Serological test for syphilis*

However, in case the examining physician of a hospital considered it necessary, the serological test for syphilis for B, and the chest X-ray inspection and serological test for syphilis for C will appropriately be executed.

(Note) Parts to be inspected within the range of inspection of the present outline are as follows:

- 1. Sense organs, circulatory organs, respiratory organs, digestive organs, nervous system and other clinical medical inspections.

III. The follow-up physical examinations.

The number of times of the follow-up physical examinations will be performed as shown by following division:

(1) A, (a)

- 1. Physical inspection )
- 2. Microscopic examination of stool ) Once a month.
- 3. Culture examination of stool )

(2) A, (b).

- 1. Physical inspection )
- 2. Microscopic examination of stool ) once every three months.
- 3. Culture examination of stool )

(3) B and C.

- 1. Physical inspection ) once a year.

However, regarding persons who are engaged in works mentioned in Articles 43, Paragraph 2 of the Regulations concerning

concerning Security and hygiene of Labor, it will be executed twice a year.

In case the examining physician especially considered it necessary, all of group A, B and C will be subject to chest Xray and serological test for syphilis, as need be.

IV. Regarding preventive immunization.

1. A certificate of successful vaccination against smallpox received within three years will be required of each employee who belong to A, B or C group. Accordingly, in case a person who is decided to be employed has not this certificate at the time of employment, he will be vaccinated.

2. In case there is a person among the employees who has past years since he had received a vaccination effective against smallpox, he will be vaccinated.

3. The date on which a vaccination was executed will be entered in the health card mentioned in below VIII, (2), in both cases where executed basing on the present outline of execution and executed otherwise; and such entrance may be substituted for a certificate which is required in above 1 to be possessed by each employee.

V. Regarding execution of physical inspection.

Physical inspection will be made, basing on sound medical judgement, to find out the presence of C.D. of skin, eyes, nose, mouth, throat, viscera of chest and abdomen, especially the presence of infective diseases, and that will be combined with investigation of history of diseases and laboratory tests, if considered necessary by the examining physician. Examination of female genitals, however, will not be performed except when

it



It is considered necessary as a result of investigation of history of a disease or it is considered by the examining physician to be specially necessary.

VI. Regarding execution of chest X-ray inspection.

An indirect photographing by 35mm film will be made, and in case it is considered specially necessary by the examining physician on account of the history of a disease, a larger full-size quarto (a full-size quarto in case a larger full-size quarto is not obtainable) direct photographing will be made.

VII. Regarding serological test for syphilis.

Ide's, Murata's or Hokuken method will be acceptable, but a special attention in its performance is required to be paid for detection of diseased persons, resorting to Kahn or Wasserman test if possible. A single positive serological test for syphilis will not be interpreted as a diagnosis of syphilis, but the test will be repeated with intervals of days, as well as conducting minute investigation of the history of disease and physical examination, especially the presence of infectivity and its degree.

VIII. Regarding clinical records, health cards and records.

(1) Clinical records

The clinical records in which physical examination, preventive immunization, etc., are to be recorded will be kept under the custody of the examination agencies (agencies which perform the physical examination and preventive immunization for the employees) which are in charge of areas or working places whereat the employees are serving at present.

In case an employee moved to another place (by change of duty), his clinical records or its duplicate copy will be

transported

transported to the examination agency (above mentioned agency) to which the employee concerned moved.

(2) Health card.

The health card will be handed to the person received physical examination when he is found physically qualified for employment, and the employee is required always to carry it with himself. In case an employee is made to absent himself from work for receiving medical care, his health card will be taken away from him for a while, and it will be kept under the custody of above mentioned examination agency along with the clinical records till he recovers healthy condition. Besides, there must be written down in the health card the result of diagnosis, substance of medical treatment, necessity of change of job type. Items to be written down in the health card are as follows:

1. Name, address and other characteristic identification of the employee (which means mainly his physical characteristics, and will be entered in the remark column of the health card).
2. Vaccination record.
3. Signature and seal of the examining physician every time an examination is executed, (the examining physician means the responsible physician in charge of the examination concerned).

Remark: Forms of the clinical records and health card are requested to be as shown by the annexed forms 1 and 2.

IX. Regarding proceedings of execution of examinations.

- (1) The examination under Clause II will be included among general P.D.
- (2) The examination under Clause III to Clause VII inclusive will be included among general P.D., and as to the individual execution, issuance of a work order is required each time.

(3) As to performance of keeping in order and procurement mentioned in Clause VIII, it will be included among general P.D., and will be operated by a work order.

X. Regarding measures to be taken after diagnosis is made.

The diagnosis and the recommendation made basing on it must be founded on sound medical judgment, but with regard to diseases, etc., which are found out as a result of a physical examination, measures will be taken in compliance with following gist:

(1) Cases of intestinal parasites.

If an understanding of the competent officer of the Occupation Forces or the employer obtained, the person found to be infected with intestinal parasites may be allowed to receive treatment working.

(2) Any case of an active tuberculosis will be relieved from duty for treatment.

(3) Cases of venereal diseases.

1. As to a person suffering from gonorrhoea and/or chancroid, they will, in principle, be placed under treatment relieved from work; provided that in case an understanding is obtained from the competent officer of the Occupation Forces or the employer, he may be allowed to receive treatment working.

2. Any person suffering from syphilis will be placed under treatment as long as there is a danger of its infection to other person, but when the danger of infection is gone, the patient may be allowed to receive treatment working. Besides in such a case, the physician must make the person concerned have a record of treatment. This record will be entered the dates and

scaled

sealed by the treating physician or the competent official of the examining agency at the time of such treatment.

(4) Any employee found to be suffering from an infectious disease designated by Law and reportable, or found to be a germ-carrier of such a disease will be relieved from work and placed under proper treatment.

(5) In case there was a person suffering from an infectious disease designated by Law or a germ-carrier of such a disease, the installation concerned must be disinfected.

#### XI. Regarding operation of dispensaries.

(1) The dispensaries will execute the physical examination basing on this gist of execution and the physical examination in accordance with a specific procurement demand instrument, and will perform an emergency treatment for an injury or illness occurred at a working place.

(2) The drugs and medical treatment utensils and materials to be equipped at the dispensaries will be included among general P.D., and each procurement will be made on a work order.

(3) The maintenance and operation of equipments (including utensils and materials for medical treatment) will be included among general P.D., and will be performed on work orders.

(4) Physicians, nurses and other officials (including hygienic manager) who serve at a dispensary will be completely filled by issuance of a labor requisition.

(L.R.).

(5) With regard to establishment (incase a dispensary already exists is made use of, it will be included among general P.D.), new construction, additional construction and innovation or requirment of a dispensary, a separate P.D. must be issued.

(6) The dispensary must be provided with medical treatment disarisee and books to record receiving of payment for drugs and other hygienic materials, and must write down in them every time a medical treatment is performed or a drug and hygienic material is used.

XII. Regarding responsibility to bear expenditures and proceedings of payment.

Those persons who come within the scope fixed by Article 52 of the Labor Standard Law, Article 49 of the Regulations concerning Security and Phgine of Labor, and Article 75 of the Labor Standard Law (the Seaman Law and the Regulations for Enforcement of the Seaman Law with regard to accident compensation for seamen, the same hereafter), and also those persons who are outside of the scope but come within the limits fixed by this gist may be paid from the Termination of War Expenses.

In case the limits fixed by this gist is exceeded, no expenses shall be disbursed unless a separate P.D. is issued without fail.

(1).

(1) With regard to expenditures mentioned in above LX, (1), payment may be made basing on a confirmation note of the physician mentioned in above XI, (4), or a physician designated by the Japanese Government regarding the examination.

(2) With regard to expenditures required for physical inspection and examination mentioned in above III to VII inclusive, no payment shall be made unless a procurement receipt (P.R.) is issued, without fail, regarding items performed.

(3) With respect to expenditures required for provision of clinical records and health cards mentioned in above VIII, and also the first expenses required for recording (printing expenses, writing utensils expenses), no payment shall be made unless a procurement receipt is issued.

(4) The scope of responsibility to bear expenses mentioned in above X will be within the limit under Article 35 of the Labor Standard Law Enforcement Regulations, and will be limited to cases of illness fallen while on duty. As to accident compensation under Article 75 of the Labor Standard Law, it is limited to injuries sustained while on duty; provided that the judgment whether or not an illness or injury is fallen or sustained while on duty will be made by the responsible employers at the working place, the examining physician of dispensary, or a physician designated by the Japanese Government, and it may not be dealt with as an illness fallen or injury sustained while on duty unless it is certified by these persons as such.

(5) With regard to drugs and medical treatment utensile and materials mentioned in above XI which are to be provided in dispensaries, expenses for them may not be paid unless a procurement receipt (P.R.) basing on a work order is issued.

(6) With regard to disbursement of expenses required for maintenance and operation of equipments (including medical treatment utensils and materials) of the dispensaries, they will also be handled similarly as stated in the preceding head.

(7) With regard to establishment (excepting utilization of the already established installations), new construction and innovation or repairment of dispensaries, their expenditures may not be defryed unless a Procurement Demand and Procurement Receipt is issued.

(8) In case a medical treatment is performed by commitee to a hospital of a public organization or a private medical practitioner, payment will be made according to the table of one point unit price of remunerations for a social insurance medical treatment. In making payment in this case, issuance of Procurement Receipt is required pursuant to provisions of above head.

Form 1.

Health card No. \_\_\_\_\_

Clinical Record

Name	Male Femal	
Present Address		
Employment	Place of employment Type of work Business	Classifica- tion

Date

Record



Form 2.

Health card

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Name	Male Female	Age
------	----------------	-----

---

Permanent address

Present Address

Place of Employment

Type of work

Classification

Remarks

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EX. Date	Physical inspection	chest X-ray	Serological test for syphile	Stool exam. (microscopical)	Stool exam. (actual)	Remark
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Vaccination for smallpox

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Certificate

Date of last vaccination

Remarks

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surveyed according to the following gist, you are requested to submit the report in the regular form so as to arrive by 31 March.

Besides, a duplicate copy of the present survey is requested to be kept in your government without fail and be utilized as a material for business operation.

P.S. I add herein for caution's sake that the approval of the U.S. 8th Army has already <sup>been</sup> got regarding the present survey.

Gist of Survey on Substance of Functions.

1. The present survey will be made on all types of jobs under your jurisdiction.

2. Items to be surveyed will be as shown by the annexed survey cards, but their entry will be made as follows:

(1) Individual English job title enumerated in L.R. or the manning table.

(2) Japanese translation of the above mentioned job title, or its sound written in hatakana (the square style of the Japanese syllabary) (for instance, a kokku for cook).

(3) Definition of the job title.

(4) Whole substance of the function to be carried out under the job title.

(5) The minimum limit of knowledge, skill, experience or qualification required for carrying out the function.

(6) As to those jobs which are the same in substance of functions but differ in job titles, their English or Japanese Titles.

(7)

(7) Job titles which are deemed fit to be paid a similar amount of wage as the job title, (regardless of provisions of existing pay regulations)

3. Persons who are charged with the duty of survey will not mix their subjectivity, but will always conduct it objectively with blank attitude.

4. As to the results got by observation, entry will be made, without fail, on those which have reliability, by going through stages of proofs and inspections such as questioning and answering made with authoritative persons of the same jobs at the working places.

5. At least two working places will be surveyed on one and the same type of job, and in order to avoid dogmatism in entering the results of the survey, the surveyers on a job type will be two persons or more, as far as possible.

6. In order not to make mistakes in classification and judgment of job types in entering substance of functions, you are request<sup>ed</sup> to pay attention to record clearly the duties to be taken charge of, without omission and in items.

7. The entry of the survey report will be made in the annexed form of instances of entry, but those which are shown as instances are a part of materials surveyed preliminarily by this Board, and accordingly there are insufficient points. So you are requested to make further survey regarding the jobs shown therein as instances, and to report on them.

8. The present survey will be entered on a separate sheet of entry paper for each title of job, and will be reported putting down running numbers in the number column.

9. The present survey will be closed for the time being on 31 March, 1949, but you are requested to complete the survey before the fixed date without fail, and to reported to Chief of the Labor Section, Labor Department, Operation Bureau, S.P.B.

(Annex)

Survey Card on Substance of Jobs (Instances  
of Entry)

\_\_\_\_\_ Ken.

No. 1

- 
- |                        |                         |   |  |
|------------------------|-------------------------|---|--|
| 1. English job title : | Salesman<br>(Salesgirl) | 2. Job title translated into Japanese : | Salesman & salesgirl<br>written in <u>katakana</u> . |
|------------------------|-------------------------|---|--|
- 
3. Definition : Person engaged in reception of customers and in works of  
of job title: selling goods.
- 
4. Substance of job.
- (1) Works under the direction and supervision of the floor manager or the sales manager.
  - (2) Sells the goods requested by customers.
  - (3) Render works of display, safe-keeping or packing.
  - (4) Strive to adjust the rotation rates and quantity of stocks of goods under his charge.
- 
5. Knowledge, skill, experience or qualification.
- (1) Required to have knowledge of a graduate of a middle school or higher.
  - (2) As it requires specially the knowledge of merchandise, a training course is given for a fixed period at a large P.X.
  - (3) Most of the substance of conversations are typical, but the other parties of the conversation being of various kinds, it requires a knowledge of language similar to that of the primary grade interpreters.
- 
6. Differently called job title. :
- Sales - boy
- 
7. Job titles which are paid similar amount of wage as this job title. :
- Cashier, supply-clerk, desk-clerk.
-

Remark: The substance of this job is a case at P.X., and regarding persons working at snack-bars, etc., their knowledge of language will do by a primary and typical one, and their knowledge of merchandise too is not required to be very professional.

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Surey Card on Substance of Jobs (Instances of Entry).

No. 2.		Ken.
1. English job title:	Mess Manager	2. Job title : Kitchen res-translated : possible man into Japanese :
3. Definition of job title.	: Persons engaged in works of supervising over all accommodations of a kitchen, and directing and supervising workers concerned.	
4. Substance of duty.		
(1)	Works under the direct direction and supervision of a U.S. manager.	
(2)	Keeps intact the accommodation and tools, utensils, etc. of a kitchen, mess-hall or bar.	
(3)	Gives order to the chief cook and chief baker to cook and work-up supplied raw materials of food and drink according to the indicated menu, and supervises the process of cooking and working-up.	
(4)	Directs the chief waiter or steward, and makes the relations with the customers and the service of workers be satisfactory.	
(5)	Hears complaints of customers regarding dishes and drinks, and makes the employees concerned take fit measures.	
(6)	Directs and supervises the clothing and hygiene of the employees concerned.	



5. Knowledge, skill, experience or qualification.

- (1) Requires knowledge of or higher than graduates of a middle school, or of the degree of a college graduate.
- (2) Requires knowledge of European style dishes and drinks, machines and tools concerned, and knowledge on the whole of all other accommodations concerned, and professional technics relative to the room decoration, table ornamentation and table manners.
- (3) Being under the direct direction of the U.S. manager, and as he hears the complaints of U.S. customers, is required to have a high grade knowledge of language.
- (4) Required to have experiences of duties of a boy, waiter, steward or cook.
- (5) Required to have kind heart, scrupulous attention, and an ability to manage employees concerned.

6. Differently called : Catering, Mess-manager.  
job title.

7. Job titles which are Asst manager, House-manager or manager (Mess-  
paid similar amount: manager serving at a large mess).  
of wage as this job:  
title.

Survey Card on Substance of Jobs  
(Instances of Entry)

Ken.

No. 3.

1. English job title: Boiler Engineer	2. Job title : Boilerman translated : into Japanese:
3. Definition of job: Person engaged in stoking of a boiler or a : boiler or a work of handling it.	

4. Substance of duty.

- (1) Properly maintains the steam pressure and temperature of hot water to be supplied by stoking a boiler or by operation of other equipments.

- (2) Carrys in coal and heavy oil to be used, and adjusts the quantity of stocks of these goods.
- (3) Keeps intact varous accommodations of a boiler room.
- (4) Engaged in works of carrying cokes out of the room, and cleaning inside and outside of the working place.

---

5. Knowledge, skill, experience or qualification.

- (1) Required to have the knowledge of a graduate of a higher primary school or more.
- (2) Required to have several years' actual experience.
- (3) No person can be a boiler engineer unless he has passed thru the regular examination to be conducted by the local government and has a licence of first class or second class boiler engineer.
- (4) A person without a licence will not be allowed to take charge of a boiler with responsibility. Such persons who have no licence are called generally stokers or assistant boiler man.

---

6. Differently called job titles : Boiler man, stoker.

---

7. Job titles which are paid similar amount of wage as this job title. : Electrician (electric power & electric line worker), telephone worker (communicative electric line & electric machine worker), pipe layer.

---

Survey Card on Substance of Jobs (Instances of Entry) \_\_\_\_\_ Ken.

No. 4

1. English job title: Driver	2. Job title translated into Japanese: Motor-car driver
3. Definition of job title: Person engaged in work of driving motor-cars.	
4. Substance of duty.	
(1) Person who operates and drives, in accordance with U.S. Army Traffic Regulations, Sedan type, jeep, bus, tractor or other special motor-cars. (2) Does works of controlling and cleaning of regular simple machines. (3) Regarding tractors, the person concerned sometimes help the loading and unloading of goods.	
5. Knowledge, skill, experience or qualification.	
(1) Required to have the knowledge of a graduate of a higher primary school or more. (2) Required to learn a professional skill by experience and training as an assistant driver or at a training school. (3) No person can be a driver unless he has passed thru the regular examination conducted by the local government and has a licence of driver. (4) No person will be engaged unless he has a driver's licence and has passed thru U.S. Army Driving Test. (5) Will not be allowed to drive unless he has received, after engagement, training in simple English conversation, existing U.S. Army Traffic Regulations, methods of driving, maintenance and repairment, and passed thru this training examination. (6) Abilities specially required for carrying out this function are healthy eye-sight, dexterous precision, co-operating and responding action.	
6. Differently called job title	: Chauffeur
7. Job titles which are paid similar amount of wage as this job title.	: Motor-car repairer, Carpenter, English typist.

Survey Card on Substance of Jobs (Instances of Entry).

\_\_\_\_\_ Ken.

No. 5

1. English job title :House Boy (House Maid) : : :	2. Job title translated into Japanese :House boy (House maid) written in katakana : :
3. Definition of job title :Person engaged in works of miscellaneous domestic affairs : :	
4. Substance of duty. (1) Works under the direction and supervision of the house-manager, house-keeper or tenant of a house. (2) Does works of adjusting, putting in order or cleaning outside and inside of a house. (3) Takes care of children. (4) Does cooking, washing, running on errands, or other odd works ordered.	
5. Knowledge, skill, experience or qualification. (1) Required to have the knowledge of a graduate of a middle school or more. (2) As he lives with a tenant and his family, he must be a person with an advanced ability of language. (3) Must be healthy, serene, kind or diligent.	
6. Differently called job title: None	
7. Job titles which are paid similar amount of wage as this job title. : Room-boy, room-maid, chamber-boy, waitress. : :	

SPB

To: Governors of To, Do, Fu and Ken.  
Directors of Branch Offices of the S.P.B.

From: Chief of the Operation Bureau, S.P.B.

Subject: Presentation of Data Relative to Adjustment  
of the Table of Wage Standards for the  
Allied Forces' Clerical Employees (Inclu-  
ding Dependent House Employees).

Regarding wages of the clerical employees, there arose a necessity in each locality in accompaniment with the subsequent change of circumstances to unify, divide or add job types, or there are jobs which are recognized as showing relatively an unbalance. Accordingly, this Board is advancing preparation for appropriate adjustment with regard to those which necessitate it, and for establishment of such a system as will pay wages corresponding to the actual substance of duty and its responsibility.

If, therefore, there are cases wherein the present wage system is inappropriate or an additional revision is required, you are requested to prepare data basing on the below instances and to forward them so as to arrive by March 10 without fail.

OK  
19 Feb 1949  
J

(Instance I)

Unification of jobs of the Table of Wage Standards, and their wages.

An instance unifying wages of telephone operators.

(1) Present table of wage standards.

Job type	Job type	Position (Ability)	
11. Telephone operator	Simple duty	Duty requiring some training & experience	Duty requiring many years' training & experience.
With knowledge of English.	¥1,380-2,130	¥2,130-2,680	¥2,680-3,230
without "	1,310-1,710	1,710-2,160	2,160-2,670

(2) Desired revised table of wage standards.

Job type	Job type	Position (Ability)	
11. Telephone operator	Simple duty	Duty requiring some training & experience	Duty requiring many years' training & experience.
	1,380-2,130	2,130-2,680	2,680-3,230

(3) Reason. (For instance, the reason why those who have knowledge of English and those who have not knowledge of English are unified)

(Instance II)

Actual division of job types and their wages.

An instance of dividing job types of guards and adding a frame of special guards.

(1) Present table of wage standards.

Job type	Job type	Position (Ability)		U
15. Guard	General duty	Special guarding duty requiring knowledge of English.	Responsible duty requiring judgment for oneself.	
Ordinary guard	2,013-3,813		2,275-4,413	
civilian guard	2,013-3,888	2,275-4,338	2,275-4,488	

(2) Desired revised table of wage standards

Job Type	Job type	Position (Ability)	
15. Guard	General duty	Special guarding duty requiring knowledge of English	Responsible duty requiring judgment for oneself
Ordinary guard	2,013-3,813	2,275-4,388	2,275-4,413
Civilian guard	2,013-3,888	2,275-4,338	2,275-4,488
Special guard	2,113-3,988	2,375-4,438	

(3) - explanation of the substance of duties (the substance of duties of the separated special guard is to be entered specially in detail, special guard is to be

- (1) Ordinary guard.
- (2) Civilian guard.
- (3) Special guard.

Remark: The entry of explanation on the substance of duty will be entered regarding the standard one.

(Instance III)

Addition of a new type of job.  
An instance desiring addition of a new job type of the accountant.

- (1) Table of wage standards

Job Type	Job type	Position (Ability)	
Accountant	General duty	Duty requiring some training & experience	Chief
Accountant	2,012-3,600	3,600-4,038	4,038-4,450

- (2) Reason.  
The reason of addition.

(Instance IV)

Adjustment of Wage Unbalance between Job Types.  
An instance desiring adjustment of frames of the clerical employees' wages.

Present table of wage standrds	Job type	Position		
		General duty	Duty requir- ing some train- ing & ex- perience	Duty requiring many years' training & experience
	Clerk	1,900-3,383	3,383-4,013	4,013-4,650

(1) Desired revised wage standards.

Job Type	Position (Ability)			
	General duty	Duty requiring some train- ing.	Duty requir- ing many years' training	Duty of the chief.
Clerk	Same as present	Same as present	4,013-4,300 present	4,300-5,000

(2) Reason

(The reasons why the maximum amount for clerks is raised and why the frame for the chief is newly established.)



Periodical Report to U.S. 8 th Army

(Feb. 17, 1949)

1. Subject regarding expenditures of the physical examination and clinics for the Allied Forces' <sup>employees</sup> hired directly by the Japanese Government has been notified as shown by the annex to Governors of To, Do, Fu and Ken, and to directors of branch offices of the S.P.B.

2. Matters required to get approval.

Please tell us whether we may send an inquiry note as shown by the annex to competent chiefs of the Labor Section for the Allied Forces of To, Do, Fu and Ken regarding a survey on the actual condition of the clinics operated directly by the Japanese Government.

Toku-Gyo-Hatsu No. 169

Feb. 14, 1949

To: Governors of To, Do, Fu and Ken.  
Directors of Branch Offices of the S.P.B.

From: Chief of the Operation Bureau, S.P.B.

Subject: Expenditure of Physical Examination and  
Clinics for the Allied Forces' Employees  
Hired Directly by Government.

Regarding the above subject, it was notified some time ago by Toku-Gyo-Ro-Hatsu No. 28 that it is to be dealt with as heretofore till a general P.D., is issued. Whereas it was decided for the time being, as a result of consultation made with the Finance Ministry, that the expenditure for January will be disbursed as heretofore. So please request your expenditure immediately.

P.S.

1. In case it is unavoidable relative to the personnel expenses on account of circumstances, you are requested to take procedure so as to make payment in advance from the expenditure already delivered (wages of general permanent employees). (When a payment in advance is made, please forward immediately the request for the expenditure)

2. Regarding expenses before the end of December of last year, you are requested to take measures so as to complete the payment by March 10,

To: Chiefs of the Labor Section for the Allied Forces of To, Do, Fu and Ken.

From: Chief of the Operation Bureau, S.P.B.

Subject: Survey on Actual Condition of Clinics Operated Directly by Japanese Government.

As it was notified by Toku-Gyo-Ro-Hatsu No. 28, a general P.D., being expected to be issued in near future, basing upon Memorandum No. 1949, dated Dec. 13, 1948, for existing medical treatment installations, I want to survey on existing installations as the data, <sup>and</sup> you are requested to report immediately in the following form.

P.S. Even in a case where there is nothing falling under the present subject, I request you to report to that effect.

Table of Survey on Actual Condition of Clinics Operated Directly by Government. (As of Feb. 1, 1949)

To, Do, Fu or Ken.

---

1. Number of clinics. \_\_\_\_\_, Physician, \_\_\_\_\_, Nurse, \_\_\_\_\_, Others \_\_\_\_\_.  
 (\_\_\_\_ LR among them) (\_\_\_\_ LR) (\_\_\_\_ LR)

2. Details

---

(a) Title  
 Location  
 Scale, Equipment  
 No. of workers included. L.R. workers \_\_\_\_\_ men PD workers directly hired \_\_\_\_\_ men  
 No. of officials Physician \_\_\_\_\_ (LR) Nurse \_\_\_\_\_ (LR) Others \_\_\_\_\_ (LR)  
 (Detail) Name Age Job Amount of wage Whether or not Remark  
 LR

---

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(b) Title  
Location  
Scale, equipment

---

(The same below)

Periodical Report

(Feb. 10, 1949)

*Handwritten initials and a circle containing '270'*

1. Sent an answer as shown by the annex to Chief of Labor Section for the Allied Forces of Aomori Prefecture concerning housings and mess-hall for the Misawa Base Occupation Forces' employees hired directly by the Japanese Government.
2. Sent a notification to Governors of To, Do, Fu and Ken concerning the instrument of consent for establishment of the health insurance association for the Allied Forces' employees hired directly by the Japanese Government, as shown by the annex.
3. Reported on the monthly report for October, 1948, as shown by the annex.

*Handwritten signature and date: 10 Feb 49*

TO: Chief of the Labor Section for the Allied Forces  
of Aomori Prefecture.

FROM: Chief of the Labor Department, Operation Bureau,  
S.P.B.

SUBJECT: Housings and Dining-hall of the Allied Forces'  
Employees at Misawa Base Employed Directly  
by Japanese Government.

The purport inquired of by letters of the Labor Officer at Misawa base regarding the above subject, dated Jan. 1 and 4 of this year having been understood, and as an answer is to be given as follows, you are requested to answer to the said officer so.

1. The Messes and Dormitories in question seem to be wholly for the benefits of the Allied Forces' Employees. The term "Japanese people (see line 4 of par. 3, ltr. 4 Jan 49) refers to the Japanese Nation or economy and has been mis-interpreted.

2. The housing and messing facilities seem to be provided to obtain the desired labor supply for Occupation Forces.

3. Such expenditure as are required for the above mentioned facilities should be covered by a form of Procurement Instrument in compliance with the provisions of Scapin 1872.

4. G.H.Q. agencies E.S.S. Public Finance (Mr. Meglaufflin) and Engineer Section (Col, Turner) - have concurred in this opinion.

Aomori Prefectural Government

C O P Y

HEADQUARTERS  
49TH FIGHTER WING  
MISAWA AIR FORCE BASE  
OFFICE OF JAPANESE PERSONNEL  
APO 919

1 January 1949.

SUBJECT: PAYMENT OF PERSONNEL EMPLOYED IN JAPANESE PREFEC-  
TURE MESSES AND DORMITORIES.

TO : MISAWA LIAISON LABOR COMMITTEE.

1. Effective the 1 January 1949, no employees working in Prefectural Government operated messes and dormitories, will be carried on the Misawa Air Forces Base Payroll.

2. All personnel employed in the Misawa Prefectural Government Messes and Dormitories will be payed by the Prefectural Government. Either by direct assessment of each indivial for meals taken at messes and/or a monthly assessment of all persons residing in the dormitories.

3. These Messes and dormitories are Prefectural Govern-ment properties and responsibilities. All discrepancies and misdemeanors will be delt with in accordance with Prefectural and Central Government Law.

1st Lt. USAF  
Labor Officer

HEADQUARTERS  
49TH FIGHTER WING  
MISAWA AIR FORCE BASE  
JAPANESE PERSONNEL OFFICE  
APO 919

4 January 1949

SUBJECT: Failure of the Japanese Government to provide adequate housing and messing facilities for the employees of the occupation forces.

TO: Misawa Liaison Labor Committee.  
Attn: Mr. Baba.

1. Information received by the Misawa Air Force Base Labor Office and through inspections made by the office, shows that the Japanese Government is failing to provide adequate housing and messing facilities for the occupation forces employees.
2. Request your office expedite all ways and means in order to provide adequate housing and messing facilities for the occupation forces employees. Failure to provide adequate facilities for these employees has burdend this office with hardships. Skilled and Technical personnel have resigned or refused to work for the occupation forces because of the Japanese Government's failure to comply with the Labor Standards Law and existing regulations of the occupation forces.
3. For your information, SCAPIN directive 1872 par 8 is quoted: "Directives issued by the Supreme Commander for the Allied Powers for accomplishment of work or projects which are for the benefit of the Japanese people, or to carry out the terms of surrender or to otherwise accomplish the purpose of the occupation, are or will be issued in the form of memorandums to the Japanese Government (SCAPINS). The implementation of these directives will be under surveillance of occupation forciers and Military Government agencies charged with such surviellance by the Supreme Commander for the Allied Powers. No form of Procurement instrument will be issued to cover these requirements and will not be given for supplies or services necessary for their accomplishment. Payments will not be made from Japanese Government funds pursuant to directives for the Supreme Commander for the Allied Powers, unless such payments are fully justified by the provisions of the original SCAPIN by implementing instructions issued by those occupation force agencies charged with surveillance or by a plan submitted by the Japanese Government and approved by the Supreme Commander for the Allied Powers."



4. By your word, Mr. Baba, the ministry of finance has requested this office to secure a Procurement Demand for the maintenance of the Misawa Dormitories and mess.

5. A Procurement Demand cannot be issued for Prefectural Government, Japanese Central Government, or private properties. And no Procurement Demand can be issued for projects which are for the benefit for the Japanese people. The Misawa Dormitories are Prefectural owned and operated, and they are on private property, therefor a Procurement Demand is entirely out of the question.

6. In there present conditions the Misawa dormitories are unfit to live in. They are poorly lighted, dirty, cold and with the winter season on hand they are menace to the health of our employees.

7. Let us remind you these people are not only occupation forces employees out they are also Japanese Citizens, and as such they are entilted to all considerations and benefits provided by the Prefectural and Japanese Central Governments.

8. In conclusion let us emphasize that we request your office make immediate negctions with the Prefectural Government, Central Japanese Government and the Ministry of Finance for adquate housing and messing facilities for the occupation forces employees at Misawa Air Air Forces Base.

WILLIAM K KNIGHT  
1st Lt., USAF  
Labor Officer

Toku-Cho-Sho-Hei-Hatsu No. 55.

Feb. 8, 1949

To: Governors of To, Do, Fu and Ken.  
From: President of the S.P.B.  
Subject: Instrument of Consent to Establishment of  
the Health Insurance Association for the  
Allied Forces' Employees Hired Directly by  
Japanese Government.

With regard to appliance of the above mentioned Health Insurance Law, it was formerly intended to be enforced under jurisdiction of the Government and the date of its enforcement has been postponed on account of various circumstances. However, as a result of consultations recently made with the Government authorities concerned, and taking into consideration the special circumstances of the Allied Forces' employees, preparations are being made at present for establishment of the health insurance association, because the formation of the health insurance association is more advantageous to the insured in points of additional benefits of insurance and insurance facilities compared with cases under the Government jurisdiction. And as it is provided for by Article 29 of the Health Insurance Law that, when an association is planned to be established, the consent of more than a half of the persons to be the insured at each working place is required, to be got, you are requested to take the trouble to get the consent as stated below:

1. In getting the consent regarding establishment of a health insurance association, a full explanation on the necessity of establishment of a health insurance association should be made by the annexed (1) purport to persons to become the insured;

the

the form of the instrument of consent for getting the consent shall be as shown by the annex (2).

2. The instrument of consent shall be collected by each working place (the Liaison Section, "the labor management office shall not be established, and it shall be handled directly by only the Liaison Section", or the Labor Management Office for the Allied Forces or its dispatched stations).

3. The directors of working places shall strive promptly to make the importance of the association generally known to employees under them by the annexed (1) purport (by such means as an explanation made utilizing a lunch-time, or putting a notice at proper places), and shall get signs and seals on the instrument of consent (the instrument of consent shall be jointly signed for each working-place), or shall receive an instrument certifying the fact that the consent of more than a half of the employees has been got.

4. To, Do, Fu and Ken shall report by telegram the actual number of workers and the number of consented workers to Chief of the Labor Department, S.P.B., by 25 February, at the latest.

5. The instrument of consent shall be collected by To, Do, Fu and Ken, and shall be sent to Chief of the Labor Department, S.P.B., by 10 March.

6. As there is a necessity in connection with proceedings for establishment of the health insurance association, following items are requested to be reported to Chief of the Labor Department, S.P.B., by 20 February.

(1)

(1) Location of the prefectural government offices of To, Do, Fu and Ken (in detail to the number).

(2) Titles and locations of the labor management offices and their despatched stations (in detail to the number).

ANNEX (1)

Feb. 8, 1949

To:

From: Tadayasu Shigeta, President of S.P.B.

Subject: Purport of Establishment of Health Insurance Association.

No social aid system has heretofore been enforced to the Allied Forces' employees hired directly by the Japanese Government for injuries sustained and illness fallen while off duty, and for old age and disability. Whereas it was decided now under an instruction of the Allied Forces that the Health Insurance Law and the Welfare Annuity Insurance Law will apply from April 4 on. As a result of consultations made with Government authorities concerned with respect to the subject, and considering the special circumstances of the Allied Forces' employees, it has become clear that the establishment of the health insurance association is more advantageous to the insured persons and their families in points of additional benefits of the insurance and insurance installations compared with cases under the direct jurisdiction of the Government. Accordingly, as I desire now the establishment of the Allied Forces' Employees' Health Insurance Association (temporary title), I request you to give your consent understanding the below;

If you consent, please sign and seal on the instrument of consent.

1. Persons to be the Association Members.

All of those permanent employees hired directly by the Government who work for the Allied Forces responding to demands of the Allied Forces, and receive their remuneration from the national treasury; provided that those daily hired persons and temporally hired persons who fall under Article 9, Paragraph 4 of the Health Insurance Enforcement Order is excluded.

2. Outline of the Formation of the Association.

(1) There are an association assembly and directors in the association, and they will execute the Business of the association.

In an association assembly there will be appointed assembly members (number of which is not fixed yet), an half of them will be fixed by the proprietor of the work and the other half will be mutually elected from the insured.

A half of directors will be elected from among assembly members decided by the proprietor of the work and the other half will be mutually elected from among assembly members elected by the insured.

(2) The head office of the association will be located in Tokyo, and the branch offices will be in each To, Do, Fu and Ken, and the subdivisions will be at each labor management office or its dispatched stations.

3. Outline of the Premium of the Insurance.

The rate of premium of the health insurance is 44 Sen per ¥10 of the standard monthly amount of remuneration, and

22 sen of it will be born by the proprietor of the work and the other 22 sen will be born by the insured.

4. Outline of the Insurance Benefits.

The insured who is a member of the association and his family will receive following benefits from the association for an illness fallen, injuries sustained, death met with while of duty, or a child-birth:

(1) Medical Care Benefit.

The insured will be given medical care free of charge by an insurance doctor when he has fallen ill or injured while off duty.

The family will have to pay each time a half amount of the expenses.

The period eligible to receive the medical care is, in case of one and the same injury or illness, two years, at the longest, from the date on which the benefit is received.

In case the medical care was received from a doctor who is not an insurance doctor on account of an inevitable reason, the insured person or his family may pay for a while by cash and request the medical care expenses basing on a receipt. Besides, they can be taken into a hospital in cases of serious illness of injury.

(2) Injury or Illness Allowance.

In case the insured person is unable to attend to work for a medical care, 60% of the standard daily amount of the remuneration will be paid each day as a livelihood expenses.

it

It will not be paid in case the whole amount of the wage is paid during this period; provided that in case a part of the wage is less than the fixed injury or illness allowance, the difference will be paid.

The period to be paid will be six months in cases of general injury and illness, and one year and six months for consumptive illness.

(3) Cases of Death.

When the insured has died, one month's amount of the standard monthly amount of remuneration (minimum ¥2,000) will be paid to the bereaved family as funeral rite expenses.

When a family member has died, ¥1,000 will be paid as funeral rite expenses.

(4) Child-birth Expenses.

When the insured woman has given birth to a child, half a month's amount of the standard monthly amount of remuneration (minimum ¥1,000) will be paid as child-birth expenses.

When the spouse of the insured has given birth to a child, the spouse will be paid ¥500 as child-birth expenses.

Besides, ¥100 per month will be paid for six months as nursing allowance for the new born child.

(5) Confinement Allowance.

When an insured woman absented herself from work during the period 42 days before the child-birth and 42 days after it, 60% of the daily amount of standard remuneration will be paid for each day absented. It will not be paid in case the whole amount of the wage is paid during this period;

Provided that in case a part of the wage is less than the child-birth allowance, the difference will be paid.



(6) Additional Benefits.

Above mentioned are benefits provided for by Law, but following payment may be made as special benefits, considering the special nature of the association members, when the association is established.

- a. Consolation money for an injury or illness.
- b. Condolence money.
- c. Child-birth celebration money.

(7) Outline of Other Plans of the Association.

Establishment by the association of co-operative installations, such as health preservation places, for the medical care is considered.

Besides, the execution of the health diagnosis, holding of athletic meetings and propagation of knowledge of the health insurance are intended to be made.

5. Moreover, the Welfare Annuity Insurance Law will naturally be apply under the direct jurisdiction of the Government at the same time with the establishment of the health insurance association.

The rate of insurance will be 30 sen per ¥10 of the standard amount of monthly remuneration, and 15 sen of it will be born by the proprietor of the work and the other 15 sen will be born by the insured.

The Welfare annuity will pay insurance benefits for the insured person's old age (old age annuity), disability (disability annuity, disability allowance), death (annuity for bereaved family, widow or widower, bereaved children, and lump sum for bereaved family), retirement (retirement allowance).





3. Net Amount of Other Allowances paid by Voucher			Amount of wages	
Type	L.R.	P.D.	Supplied by J.G.	
	Amount	Amount	L.R.	P.D.
Amount	135,521,973.08	843,403.31	3,537,055.67	

8,441,828.70

2. Other allowances paid by evidential instruments.
- a. Dismissal & retirement allowance.
  - b. Travelling expenses.
  - c. Accident relief money.
  - d. Special work allowance.
  - e. Language differentials.
  - f. Non-work allowance.
  - g. Foreman allowance.



To: Governors of To, Do, Fu and Ken.  
Directors of Branch Offices of the S.P.B.

From: President of the S.P.B.

Subject: Partial Revision of Pay Regulations for  
the Allied Forces' Employees Hired  
Directly by Japanese Government.

The Health Insurance Law and the Welfare Annuity Insurance Law having now been decided to apply for the Allied Forces' employees (clerical employees, dependent house employees, technical employees, pilots) hired directly by the Japanese Government, a part of the Pay Regulations are revised as shown by the annex pursuant to the appliance, and will be enforced from April of 1949. Accordingly, you are requested to understand what is stated below, and to pay special attention not to miscarry in the execution thereof.

1. Although it was stipulated heretofore that, only in cases of injury sustained or illness fallen while off duty, up to 90 days from the first day of absence from work would be paid, it is decided now that these days will be paid irrespective of an injury sustained or an illness fallen while on duty or while off duty.

2. Relation to the accident compensation of the Labor Standard Law.

In case an employee was injured or fallen ill while on duty (official accident), it has been dealt with according to Tokugyo-ro-Ratsu No. 206 "Subject: Compensation for Accident of the Allied Forces' Employees Hired Directly by the Japanese Government", dated Oct. 8, 1948. Whereas it is decided now that such

cases

cases of injury or illness sustained or fallen while on duty will also be paid up to 90 days. Accordingly, the compensation for absence under the Labor Standard Law will not be paid within the limit of the amount of wages to receive during that period.

3. Relation to the Health Insurance Law.

a. <sup>In</sup> those cases of absence from work on account of injury sustained or illness fallen while off duty which were paid in compliance with the Pay Regulations, the benefit for injury or illness under the Health Insurance Law will not be paid within the limit of the amount of wages received.

b. In a case where a woman employee was given holidays with pay before and after childbirth, the childbirth allowance under the Health Insurance Law will not be paid within the limit of the amount of her wage ~~to~~ received.

4. Accordingly, when in cases of absence on account of illness or injury fallen or sustained while on duty or off duty, or in case of a woman before or after childbirth absents herself from work, could not receive the whole or a part of the wage in accordance with the Pay Regulations, the absence compensation, the injury or illness allowance or the childbirth allowance will be paid within the limit of the amount which was not received.

Annex

"Pay Regulations for the Allied Forces' Clerical Employees (Including Dependent House Employees and Pilots)" and "Pay Regulations for the Allied Forces' Technical Employees" shall be revised as follows and shall apply from April, 1, 1949.

1. The sentence "...for the period till a mutual aid system is established..." in Clause 7, Paragraph (b) of Raku-Setsu-Ro-Go No. 408 "Pay Regulations for Clerical Employees," dated May 27, 1947, shall be eliminated, and the words "injury sustained or illness fallen while off duty" shall read as "injury sustained or illness fallen."

2. The sentence "...for the period till a mutual aid system is established" in Clause 22 of Toku-Cho-Sho-Hatsu No. 446 "Pay Regulations for Technical Employees", dated April 10, 1948, shall be eliminated, and the words "injury sustained or illness fallen while off duty" shall read as "injury sustained or illness fallen".



Reference.

1. The Pay Regulations for Government Employees.
2. Law concerning National Public Employees Mutual Aid Association.

1. Extract from the Pay Regulations for the Government Employees. (Imperial Ordinance No. 192, dated April 1, 1946.)

Article 7. A person absents himself from work on account of an illness for more than 90 days and a person absents himself from work on account of a personal impediment for more than 30 days, shall be reduced a half amount of his wage; provided that a person injured or fallen ill while on duty, or received off-days for his relative's death, and a person taking approved rest by a special favour shall not be made this curtailment.

(Note) Even in a case falls under this Article, when the person concerned did not attend to work without a formal approval, his wage shall be reduced in compliance with Article 21 of the Law concerning the Enforcement of the New Wage<sup>ge</sup> Scale for the Government Employees.

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2. Extract from the Law concerning National Public Employees Mutual<sup>Aid</sup> Association. (Law No. 69, dated June 30, 1948)

Article 58. As to the injury or illness allowance, the childbirth allowance or the absence allowance, in a case where the whole or a part of the wage connected with the period of payment of such allowances is received, that whole or partial amount shall not be paid within the amount of money received.

TO:           Governors of To, Do, Fu and Ken.  
FROM:         President of the S.F.B.  
SUBJECT:      Function of the Labor Management Organ  
              for the Allied Forces' Employees.

With regard to the above subject, I understand that you know of it by Notification Shyu-Settsu-Ro-Go No. 1026 "Subject No. Labor Management Organ for the Allied Forces' Employees," dated Nov. 26, 1947, and sent by the combined names of Vice Director of the Termination-of-war Central Liaison Office and Vice Minister of Labor, but as a result of consultation made recently anew with the 8th Army authority in order to clarify the range of responsibilities of the Allied Forces and the Japanese Government agencies relative to the management business, following details having been decided, you are requested to understand the above, and to pay attention not to miscarry in the operation of the business.

P.S. With regard to those cases which are being dealt with otherwise at present, I request you to report the circumstances immediately to this Board (the Labor Department, Operation Bureau).

Function of the Labor Management Organ.

I. Matters concerning Furnishing of Labor.

1. The Labor Requisition which is to be issued by the Allied Forces shall be received by the labor management organs of the Japanese Government (they are the governors of To, Do, Fu and Ken and the labor management organs for the Allied Forces which are their subordinate organs, and they shall hereafter be called simply the management organ), and the substance of it shall be reported to the employment security agencies.

2. The management organ shall receive, after confirmation, from the employment security agency, the number of workers divided by type of jobs as indicated by L.R., and shall deliver them to the competent labor officer of the Army, at the hour of the day and at the place indicated by the above mentioned agency:

(Note) The receiving and deliverance of workers recruited by the employment security agency shall ordinarily be made at places where the above mentioned agency conduct deliverance.

3. After completion of deliverance, the management organ shall promptly receive the deliverance of a labor receipt (employment report instrument) from the labor officer of the Army Unit.

4. A workers' ledger respecting furnished workers should be prepared and kept in order.

(Note) 1. The disposition of furnished employees within the jurisdiction of each Army unit is to be executed by the Army.

*Supervision*

2. The labor ~~management~~ during the working-hours is to be executed by the Army.

II. Matters concerning negotiations with Labor Unions and workers, and Dealing of Grievances.

Negotiations with labor unions and workers regarding working conditions, etc., and dealing of grievances shall be conducted by the management organ. In these cases full connections with ~~the local Army unit~~ and the local Military Government Team should be kept according to the substance of the matter.

Besides, with respect to those matters which will accompany disbursement of expenditures, previous consultations with the S.P.B., and the Finance Ministry should be made in order.

III. Matters concerning engagement Conditions.

1. The general engagement conditions (recruit conditions) should be determined by the management organ in accordance with the instruction of the central office, getting the cooperation of ~~the local Army unit~~ and the local Military Government Team, and should be reported to the employment security agency.

2. The determination on each individual worker whether or not to engage him, and the decision of his wage shall be made by the management organ, after coordinated with the labor officer of the local Army unit.

(Note) Working regulations and other regulations shall be separately laid down by the Governor in accordance with the instruction of the central office.

III. Matters concerning Business relative to Payment of Wages.

1. Business relative to preparation of time-sheets shall be conducted by the Army.

2. The management organ shall receive time-sheets for the previous month from the Army at the beginning of each month by the third, and prepare the pay-roll basing on them, and make the calculations of amounts of wages for the month.

3. As to payment of wages, the management organ shall, in principle, previously decide the monthly pay-day (previous to the 10th) of the Army unit or working-place, and shall hand them directly to each individual of the employees.

In case, however, it is difficult to be paid in accordance with the above stated method, a substitute method may be taken by making forwarded an instrument of evidence, such as a letter of attorney for receiving, etc., by which the responsibility can be confirmed, the above last treatment, however, is utterly an exception and not the regular instance.

Besides, in case the amount of money already disbursed from the national treasury by a letter of attorney has been lost before it is handed to the person concerned, it is requested not to be handled as a loss of public money.

V. Matters concerning Rest-days and Holidays.

1. With regard to a vacation with pay and a physiological holiday, the management organ shall give an instruction to the person concerned to report to the management organ after getting the approval of the local labor officer, and the reported vacation with pay shall be taken the proceedings without delay.

2. In cases of the Army holidays, the management organ shall receive the previous notice from the Army at least two days before such days, and shall make it known to the employees.

3. With regard to holidays for injury sustained or illness fallen while off duty, and holidays for death of relatives, the management organ shall take, according to the employees' report, the required proceedings without delay.

4. With regard to enforcement of rest-days and holidays set down by the regulations, the management organ shall endeavor for their thorough enforcement, keeping full previous connection with the Army.

VI. Matters concerning Proceedings for Increase of Wages.

The management organ shall determine the amount of wage increase for each individual of the employees, basing on the regulations governing wage increases set down separately, and shall take proceedings therefor.

VII. Matters concerning Dismissal and Retirement.

1. The management organ shall decide the dismissal and retirement of the employees by the notice of the Army concerning cessation of employment or dismissal, and by the employees' proposal of retirement, and shall take proceedings therefor; provided that in case there is a doubt in the management organ regarding the reason of the employment cessation or dismissal, it shall consult with the labor officer previous to taking proceedings and shall take appropriate measures.

2. In case it is not clear respecting a dismissal whether or not the employee is blamable for its reason, the management

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organ shall consult with the Labor officer, after getting the judgement of the Labor Standard Bureau, and shall take appropriate measures.

3. In case a previous notice was given by the Army regarding a dismissal, the Labor management organ shall immediately give a previous notice.

4. The management organ shall take proceedings for payment of allowances, in compliance with the regulations governing payment of dismissal and retirement allowances laid down separately.

VIII. Matters concerning Payment of Travelling Expenses.

With regard to the official travelling of the employees basing on the travelling certificate or the local Army unit, the management organ shall pay the travelling expenses and allowance in compliance with "the regulations governing payment of travelling expenses to the Allied Forces' Employees" separately provided for.

Note: 1. With regard to payment of travelling expenses, the person concerned shall be instructed to make request to the management organ after obtaining the approval of the Labor Officer.

2. With regard to advisers or persons correspond to them, and persons who are recognized by Governors of To, Do, Fu and Hen to be necessary on a recommendation of a local Military Government Team, the second class railway-fare shall be paid to them.

VIII. Matters concerning Determination of Language Differentials.

The determination of the language differentials shall be conducted by the management organ in accordance with the instruction of the central office.

X. Matters concerning Various Allowances.

The decision of the scope and rate of payment of the special work allowance, foreman allowance, etc. shall be made by the management organ, in accordance with the instruction of the central office.

XI. Matters concerning Installations for Prosperity and Welfare.

The establishment, maintenance and management of installations for prosperity and welfare shall be under the jurisdiction of the management organ.

In case a P.D. is required for establishment, maintenance and management of the above mentioned installations, it shall be dealt with after getting it.

XII. Matters concerning Distribution of Goods Allocated for the Workers.

1. Matters concerning distribution of goods allocated for labor shall be under the jurisdiction of the managing organ.

2. The proceedings of distribution of goods allocated for labor to the employees shall be, in principle, the direct deliverance to each individual; provided that regarding distribution of rice, sake, etc, among the goods to be handled, the management organ may deal with them by issuing the chit-book, tickets, etc.

3. With regard to those items, such as the rice, etc., to be distributed additionally for labor, quantity of which require the decision of the management organ for each type of jobs, the management organ shall previously decide for each individual employee.



4. The management organ should be equipped with the ledger of persons to receive the distribution.

Besides, with regard to these dialings, an organization, such as a "distribution committee" to which the representatives of workers and labor unions are participated, is desired to be established, and the fairness and appropriation of distribution shall be aimed at.

XIII. Matters concerning Measures against Unemployment.

Although the management organ is not responsible for Measures against unemployment, it shall establish an appropriate machinery such as a conference, etc., in order to restrict the bad results to the least degree, keeping full connection with the employment security agencies, labor unions and other organizations concerned, and shall pay attention not to miscarry.

XIII. Matters concerning Accident Compensation, etc.

1. With regard to accident met with while on duty, the management organ shall fully make previous arrangements with the labor officer regarding measures to be taken in case an accident occurred and when an accident occurred, it shall promptly deal with it, getting a confirmation of the labor officer. Besides, in case there is raised an objection regarding decision of an amount to be paid, it shall be settled by the Labor Standard Bureau.

2. The business relative to the health insurance and the welfare annuity shall be conducted by the management organ.

XV. Matters concerning Keeping in Order and Safe Keeping of Tools and Materials. the

The management organ shall keep in order the ledger connected with tools and materials provided by the Japanese Government for the use of the employees, and shall keep them in its charge, making their receiving and deliverance accurate.

XVI. The attending office certificate, the engagement certificate, the employment certificate, etc., shall be issued by the management organ on request of employees when recognized to be necessary.

Note: The issuance of various certificates, such as identification certificate, etc., which are required by the Army shall be under the jurisdiction of the Army.

XVII. Matters concerning Various Statistics and Materials.

1. The management organ shall always keep in order the ledger of wages and various other books which are to be the basis of various researches, and shall make the materials for a precise survey and statistics.

2. The management organ shall strictly observe the forms of reports and fixed terms for their presentation which are indicated by the central office, and shall make various statistics so that there may be no omission of report.

3. Various other statistics and materials for survey which are required in the labor management at the working spots shall always be kept in order.

XVIII. Besides the matters mentioned in each of the above clauses, those matters necessary for labor management shall be dealt with by the management organ.

*Fih*  
*SFB*

TO:           Governors of To, Do, Fu and Ken.  
FROM:         President of the S.F.B.  
SUBJECT:      Function of the Labor Management Organ  
               for the Allied Forces' Employees.

With regard to the above subject, I understand that you know of it by Notification Shyu-Setsu-Ro-Go No. 1026 "Subject No. Labor Management Organ for the Allied Forces' Employees," dated Nov. 26, 1947, and sent by the combined names of Vice Director of the Termination-of-war Central Liaison Office and Vice Minister of Labor, but as a result of consultation made recently anew with the 8th Army authority in order to clarify the range of responsibilities of the Allied Forces and the Japanese Government agencies relative to the management business, following details having been decided, you are requested to understand the above, and to pay attention not to miscarry in the operation of the business.

P.S. With regard to those cases which are being dealt with otherwise at present, I request you to report the circumstances immediately to this Board (the Labor Department, Operation Bureau).

Function of the Labor Management Organ.

I. Matters concerning Furnishing of Labor.

1. The Labor Requisition which is to be issued by the Allied Forces shall be received by the labor management organs of the Japanese Government (they are the governors of To, Do, Fu and Ken and the labor management organs for the Allied Forces which are their subordinate organs, and they shall hereafter be called simply the management organ), and the substance of it shall be reported to the employment security agencies.

2. The management organ shall receive, after confirmation, from the employment security agency, the number of workers divided by type of jobs as indicated by L.R., and shall deliver them to the competent labor officer of the Army, at the hour of the day and at the place indicated by the above mentioned agency.

(Note) The receiving and deliverance of workers recruited by the employment security agency shall ordinarily be made at places where the above mentioned agency conduct deliverance.

3. After completion of deliverance, the management organ shall promptly receive the deliverance of a labor receipt (employment report instrument) from the labor officer of the Army Unit.

4. A workers' ledger respecting furnished workers should be prepared and kept in order.

(Note) 1. The disposition of furnished employees within the jurisdiction of each Army unit is to be executed by the Army.

2. The labor management during the working-hours is to be executed by the Army.

II. Matters concerning Negotiations with Labor Unions and workers, and Dealing of Grievances.

Negotiations with labor unions and workers regarding working conditions, etc., and dealing of grievances shall be conducted by the management organ. In these cases full connections with ~~the local Army unit~~ and the local Military Government Team should be kept according to the substance of the matter.

Besides, with respect to those matters which will accompany disbursement of expenditures, previous consultations with the S.P.B., and the Finance Ministry should be made in order.

III. Matters concerning Engagement Conditions.

1. The general engagement conditions (recruit conditions) should be determined by the management organ in accordance with the instruction of the central office, getting the cooperation of ~~the local Army unit~~ and the local Military Government Team, and should be reported to the employment security agency.

2. The determination on each individual worker whether or not to engage him, and the decision of his wage shall be made by the management organ, after coordinated with the labor officer of the local Army unit.

(Note) Working regulations and other regulations shall be separately laid down by the Governor in accordance with the instruction of the central office.

IIII. Matters concerning Business Relative to Payment of Wages.

1. Business relative to preparation of time-sheets shall be conducted by the Army.

2. The management organ shall receive time-sheets for the previous month from the Army at the beginning of each month by the third, and prepare the pay-roll basing on them, and make the calculations of amounts of wages for the month.

3. As to payment of wages, the management organ shall, in principle, previously decide the monthly pay-day (previous to the 10th) of the Army unit or working-place, and shall hand them directly to each individual of the employees.

In case, however, it is difficult to be paid in accordance with the above stated method, a substitute method may be taken by making forwarded an instrument of evidence, such as a letter of attorney for receiving, etc., by which the responsibility can be confirmed, the above last treatment, however, is utterly an exception and not the regular instance.

Besides, in case the amount of money already disbursed from the national treasury by a letter of attorney has been lost before it is handed to the person concerned, it is requested not to be handled as a loss of public money.

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1. With regard to a vacation with pay and a physiological holiday, the management organ shall give an instruction to the person concerned to report to the management organ after getting the approval of the local labor officer, and the reported vacation with pay shall be taken the proceedings without delay.

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3. With regard to holidays for injury sustained or illness fallen while off duty, and holidays for death of relatives, the management organ shall take, according to the employees' report, the required proceedings without delay.

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Besides, with regard to these dialings, an organization, such as a "distribution committee" to which the representatives of workers and labor unions are participated, is desired to be established, and the fairness and appropriation of distribution shall be aimed at.

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1. With regard to accident met with while on duty, the management organ shall fully make previous arrangements with the labor officer regarding measures to be taken in case an accident occurred and when an accident occurred, it shall promptly deal with it, getting a confirmation of the labor officer. Besides, in case there is raised an objection regarding decision of an amount to be paid, it shall be settled by the Labor Standard Bureau.

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XVIII. Besides the matters mentioned in each of the above clauses, those matters necessary for labor management shall be dealt with by the management organ.

File SP13

To: Governors of To, Do, Fu and Ken.  
Directors of Branch Offices of the S.P.B.

From: President of the S.P.B.

Subject: Foodstuff Money for Seamen Working for the Allied Forces.

With regard to the foodstuff money mentioned in the above subject, a notification had been sent to you to supply foodstuffs within the limit of unit price of ¥1,700 per month for each seaman. However, as the above amount of money does not contain the accompanying expenses (¥295) directly needed for loading of foodstuffs, it is decided now, as a result of consultations made with authorities concerned, to compute anew and disburse the amount of money (¥1,995) per month for each seaman which contains the accompanying expenses as the foodstuff money. Accordingly, you are requested to take promptly the required measures.

P.S. The revised unit price will apply for and after April 10, 1948. Besides, the disbursement division of it being the allowance and wage "Paragraph" of the permanent employees' wage and allowance "Item", I add it here for caution's sake.

Periodical Report

(Feb. 10, 1949)

*File 8713*

*Ray Vassil*

*(P.N)*

1. Sent an answer as shown by the annex to Chief of Labor Section for the Allied Forces of Aomori Prefecture concerning housings and mess-hall for the Misawa Base Occupation Forces' employees hired directly by the Japanese Government.
2. Sent a notification to Governors of To, Do, Fu and Aen concerning the instrument of consent for establishment of the health insurance association for the Allied Forces' employees hired directly by the Japanese Government, as shown by the annex.
3. Reported on the monthly report for October, 1948, as shown by the annex.

TO: Chief of the Labor Section for the Allied Forces  
of Aomori Prefecture.

FROM: Chief of the Labor Department, Operation Bureau,  
S.P.B.

SUBJECT: Housings and Dining-hall of the Allied Forces'  
Employees at Misawa Base Employed Directly  
by Japanese Government.

The purport inquired of by letters of the Labor Officer at Misawa base regarding the above subject, dated Jan. 1 and 4 of this year having been understood, and as an answer is to be given as follows, you are requested to answer to the said officer so.

1. The Messes and Dormitories in question seem to be wholly for the benefits of the Allied Forces' Employees. The term "Japanese people (see line 4 of par. 3, ltr. 4 Jan 49) refers to the Japanese Nation or economy and has been misinterpreted.
2. The housing and messing facilities seem to be provided to obtain the desired labor supply for Occupation Forces.
3. Such expenditure as are required for the above mentioned facilities should be covered by a form of Procurement Instrument in compliance with the provisions of Scapin 1872.
4. G.H.Q. agencies E.S.S. Public Finance (Mr. Meglaufflin) and Engineer Section (Col. Turner) - have concurred in this opinion.

Aomori Prefectural Government

C O P Y

HEADQUARTERS  
49TH FIGHTER WING  
MISAWA AIR FORCE BASE  
OFFICE OF JAPANESE PERSONNEL  
APO 919

1 January 1949.

SUBJECT: PAYMENT OF PERSONNEL EMPLOYED IN JAPANESE PREFEC-  
TURE MESSES AND DORMITORIES.

TO : MISAWA LIAISON LABOR COMMITTEE.

1. Effective the 1 January 1949, no employees working in Prefectural Government operated messes and dormitories, will be carried on the Misawa Air Forces Base Payroll.

2. All personnel employed in the Misawa Prefectural Government Messes and Dormitories will be payed by the Prefectural Government. Either by direct assessment of each individual for meals taken at messes and/or a monthly assessment of all persons residing in the dormitories.

3. These Messes and dormitories are Prefectural Govern-  
ment properties and responsibilities. All discrepancies and misdemeanors will be delt with in accordance with Prefectural and Central Government Law.

1st Lt. USAF  
Labor Officer

HEADQUARTERS  
49TH FIGHTER WING  
MISAWA AIR FORCE BASE  
JAPANESE PERSONNEL OFFICE  
APO 919

4 January 1949

SUBJECT: Failure of the Japanese Government to provide adequate housing and messing facilities for the employees of the occupation forces.

TO: Misawa Liaison Labor Committee.  
Attn: Mr. Baba.

1. Information received by the Misawa Air Force Base Labor Office and through inspections made by the office, shows that the Japanese Government is failing to provide adequate housing and messing facilities for the occupation forces employees.

2. Request your office expedite all ways and means in order to provide adequate housing and messing facilities for the occupation forces employees. Failure to provide adequate facilities for these employees has burdened this office with hardships. Skilled and Technical personnel have resigned or refused to work for the occupation forces because of the Japanese Government's failure to comply with the Labor Standards Law and existing regulations of the occupation forces.

3. For your information, SCAPIN directive 1872 par 8 is quoted: "Directives issued by the Supreme Commander for the Allied Powers for accomplishment of work or projects which are for the benefit of the Japanese people, or to carry out the terms of surrender or to otherwise accomplish the purpose of the occupation, are or will be issued in the form of memorandums to the Japanese Government (SCAPINS). The implementation of these directives will be under surveillance of occupation forces and Military Government agencies charged with such surveillance by the Supreme Commander for the Allied Powers. No form of Procurement instrument will be issued to cover these requirements and will not be given for supplies or services necessary for their accomplishment. Payments will not be made from Japanese Government funds pursuant to directives for the Supreme Commander for the Allied Powers, unless such payments are fully justified by the provisions of the original SCAPIN by implementing instructions issued by these occupation force agencies charged with surveillance or by a plan submitted by the Japanese Government and approved by the Supreme Commander for the Allied Powers."



4. By your word, Mr. Baba, the ministry of finance has requested this office to secure a Procurement Demand for the maintenance of the Misawa Dormitories and mess.

5. A Procurement Demand cannot be issued for Prefectural Government, Japanese Central Government, or private properties. And no Procurement Demand can be issued for projects which are for the benefit for the Japanese people. The Misawa Dormitories are Prefectural owned and operated, and they are on private property, therefor a Procurement Demand is entirely out of the question.

6. In there present conditions the Misawa dormitories are unfit to live in. They are poorly lighted, dirty, cold and with the winter season on hand they are menace to the health of our employees.

7. Let us remind you these people are not only occupation forces employees out they are also Japanese Citizens, and as such they are entilted to all considerations and benefits provided by the Prefectural and Japanese Central Governments.

8. In conclusion let us emphasize that we request your office make immediate negotiations with the Prefectural Government, Central Japanese Government and the Ministry of Finance for adquate housing and messing facilities for the occupation forces employees at Misawa Air Air Forces Base.

WILLIAM K KNIGHT  
1st Lt., USAF  
Labor Officer

Toku-Cho-Sho-Hei-Hatsu No. 55.

Feb. 8, 1949

To: Governors of To, Do, Fu and Ken.  
From: President of the S.P.B.  
Subject: Instrument of Consent to Establishment of  
the Health Insurance Association for the  
Allied Forces' Employees Hired Directly by  
Japanese Government.

With regard to appliance of the above mentioned Health Insurance Law, it was formerly intended to be enforced under jurisdiction of the Government and the date of its enforcement has been postponed on account of various circumstances. However, as a result of consultations recently made with the Government authorities concerned, and taking into consideration the special circumstances of the Allied Forces' employees, preparations are being made at present for establishment of the health insurance association, because the formation of the health insurance association is more advantageous to the insured in points of additional benefits of insurance and insurance facilities compared with cases under the Government jurisdiction. And as it is provided for by Article 29 of the Health Insurance Law that, when an association is planned to be established, the consent of more than a half of the persons to be the insured at each working place is required, to be got, you are requested to take the trouble to get the consent as stated below:

1. In getting the consent regarding establishment of a health insurance association, a full explanation on the necessity of establishment of a health insurance association should be made by the annexed (1) purport to persons to become the insured;

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the form of the instrument of consent for getting the consent shall be as shown by the annex (2).

2. The instrument of consent shall be collected by each working place (the Liaison Section, "the labor management office shall not be estanlished, and it shall be handled directly by only the Liaison Section", or the Labor Management Office for the Allied Forces or its dispatched stations).

3. The directors of working places shall strive promptly to make the importance of the association generally known to employees under them by the annexed (1) purport (by such means as an explanation made utilizing a lunch-time, or putting a notice at proper places), and shall get signs and seals on the instrument of consent (the instrument of consent shall be jointly signed for each working-place), or shall receive an instrument certificating the fact that the consent of more than a half of the employees has been got.

4. To, Do, Fu and Ken shall report by telegram the actual number of workers and the number of consented workers to Chief of the Labor Department, S.P.B., by 25 February, at the latest.

5. The instrument of consent shall be collected by To, Do, Fu and Ken, and shall be sent to Chief of the Labor Department, S.P.B., by 10 March.

6. As there is a necessity in connection with proceedings for establishment of the health insurance association, following items are requested to be reported to Chief of the Labor Department, S.P.B., by 20 February.

(1)

(1) Location of the prefectural government offices of To, Do, Fu and Ken (in detail to the number).

(2) Titles and locations of the labor management offices and their despatched stations (in detail to the number).

ANNEX (1)

Feb. 8, 1949

To:

From: Tadayasu Shigeta, President of S.P.B.

Subject: Purport of Establishment of Health Insurance Association.

No social aid system has heretofore been enforced to the Allied Forces' employees hired directly by the Japanese Government for injuries sustained and illness fallen while off duty, and for old age and disability. Whereas it was decided now under an instruction of the Allied Forces that the Health Insurance Law and the Welfare Annuity Insurance Law will apply from April 4 on. As a result of consultations made with Government authorities concerned with respect to the subject, and considering the special circumstances of the Allied Forces' employees, it has become clear that the establishment of the health insurance association is more advantageous to the insured persons and their families in points of additional benefits of the insurance and insurance installations compared with cases under the direct jurisdiction of the Government. Accordingly, as I desire now the establishment of the Allied Forces' Employees' Health Insurance Association (temporary title), I request you to give your consent understanding the below;

If you consent, please sign and seal on the instrument of consent.

1. Persons to be the Association Members.

All of those permanent employees hired directly by the Government who work for the Allied Forces responding to demands of the Allied Forces, and receive their remuneration from the national treasury; provided that those daily hired persons and temporally hired persons who fall under Article 9, Paragraph 4 of the Health Insurance Enforcement order is excluded.

2. Outline of the Formation of the Association.

(1) There are an association assembly and directors in the association, and they will execute the business of the association.

In an association assembly there will be appointed assembly members (number of which is not fixed yet), a half of them will be fixed by the proprietor of the work and the other half will be mutually elected from the insured.

A half of directors will be elected from among assembly members decided by the proprietor of the work and the other half will be mutually elected from among assembly members elected by the insured.

(2) The head office of the association will be located in Tokyo, and the branch offices will be in each To, Do, Fu and Ken, and the subdivisions will be at each labor management office or its dispatched stations.

3. Outline of the Premium of the Insurance.

The rate of premium of the health insurance is 44 sen per ¥10 of the standard monthly amount of remuneration, and

22 sen of it will be born by the proprietor of the work and the other 22 sen will be born by the insured.

4. Outline of the Insurance Benefits.

The insured who is a member of the association and his family will receive following benefits from the association for an illness fallen, injuries sustained, death met with while of duty, or a child-birth:

(1) Medical Care Benefit.

The insured will be given medical care free of charge by an insurance doctor when he has fallen ill or injured while off duty.

The family will have to pay each time a half amount of the expenses.

The period eligible to receive the medical care is, in case of one and the same injury or illness, two years, at the longest, from the date on which the benefit is received.

In case the medical care was received from a doctor who is not an insurance doctor on account of an inevitable reason, the insured person or his family may pay for a while by cash and request the medical care expenses basing on a receipt. Besides, they can be taken into a hospital in cases of serious illness of injury.

(2) Injury or Illness Allowance.

In case the insured person is unable to attend to work for a medical care, 60% of the standard daily amount of the remuneration will be paid each day as a livelihood expenses.

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It will not be paid in case the whole amount of the wage is paid during this period; provided that in case a part of the wage is less than the fixed injury or illness allowance, the difference will be paid.

The period to be paid will be six months in cases of general injury and illness, and one year and six months for consumptive illness.

(3) Cases of Death.

When the insured has died, one month's amount of the standard monthly amount of remuneration (minimum ¥2,000) will be paid to the bereaved family as funeral rite expenses.

When a family member has died, ¥1,000 will be paid as funeral rite expenses.

(4) Child-birth Expenses.

When the insured woman has given birth to a child, half a month's amount of the standard monthly amount of remuneration (minimum ¥1,000) will be paid as child-birth expenses.

When the spouse of the insured has given birth to a child, the spouse will be paid ¥500 as child-birth expenses.

Besides, ¥100 per month will be paid for six months as nursing allowance for the new born child.

(5) Confinement Allowance.

When an insured woman absented herself from work during the period 42 days before the child-birth and 42 days after it, 60% of the daily amount of standard remuneration will be paid for each day absented. It will not be paid in case the whole amount of the wage is paid during this period;

Provided that in case a part of the wage is less than the child-birth allowance, the difference will be paid.



(6) Additional Benefits.

Above mentioned are benefits provided for by Law, but following payment may be made as special benefits, considering the special nature of the association members, when the association is established.

- a. Consolation money for an injury or illness.
- b. Condolence money.
- c. Child-birth celebration money.

(7) Outline of Other Plans of the Association.

Establishment by the association of co-operative installations, such as health preservation places, for the medical care is considered.

Besides, the execution of the health diagnosis, holding of athletic meetings and propagation of knowledge of the health insurance are intended to be made.

5. Moreover, the Welfare Annuity Insurance Law will naturally be apply under the direct jurisdiction of the Government at the same time with the establishment of the health insurance association.

The rate of insurance will be 30 sen per ¥10 of the standard amount of monthly remuneration, and 15 sen of it will be born by the proprietor of the work and the other 15 sen will be born by the insured.

The Welfare annuity will pay insurance benefits for the insured person's old age (old age annuity), disability (disability annuity, disability allowance), death (annuity for bereaved family, widow or widower, bereaved children, and lump sum for bereaved family), retirement (retirement allowance).



*File 87B*

TO:           Governors of To, Do, Fu and Ken.  
FROM:         President of the S.P.B.  
SUBJECT:      Handling of Petitions, etc., Forwarded by  
              Labor Unions of the Allied Forces' Employees.

In forwarding to this Board letters of request or petition presented by local labor unions, you are requested hereafter to pay attention to state following matters without fail.

1. Your prefectural government's opinion on matters requested or petitioned.
- 2.. Outline of process of negotiations made between your prefectural government and the unions concerned.
3. Measures taken by your prefectural government.
4. Number of members of the unions concerned and their division of union groups (General Federation of Trade Unions, National Congress of Industrial Unions, Neutral Labor Unions, etc.)
5. Other matters to be useful for reference.

File 8B

TO: Governors of To, Do, Fu and Ken.  
FROM: President of the S.P.B.  
SUBJECT: Handling of Petitions, etc., Forwarded by  
Labor Unions of the Allied Forces' Employees.

In forwarding to this Board letters of request or petition presented by local labor unions, you are requested hereafter to pay attention to state following matters without fail.

1. Your prefectural government's opinion on matters requested or petitioned.
- 2.. Outline of process of negotiations made between your prefectural government and the unions concerned.
3. Measures taken by your prefectural government.
4. Number of members of the unions concerned and their division of union groups (General Federation of Trade Unions, National Congress of Industrial Unions, Neutral Labor Unions, etc.)
5. Other matters to be useful for reference.

*[Handwritten signature]*  
10 Feb 49

File 50B

Standard for Determining Wages of Advisers.

Wages of advisers shall be computed setting the maximum at 100 points (\$8,500), details of which are as follows:

1. Education.

30 points shall be given for the maximum, provided that the calculation may be made as 1 point per one year of education.

- 30 points      Graduated from a University Department.
- 25      "      Graduated from a college.
- 15      "      Graduated from a middle school.
- 8      "      Graduated from a higher common school.

2. Experience.

40 points shall be give for the maximum; provided that a special consideration shall be made for cases exceeding 20 years of experience.

3. Substance of Jobs.

30 points shall be given for the maximum and shall be computed according to below 1 and 2.

(1) Computed by difficulty of work, and shall be given 10 points for the maximum.

10 points.      Person who occupies a position which commands and supervises the whole of a unit (group), and requires high degree of learning, skill and experience.

8 points.      Person who occupies a position capable of helping (acting for) the above mentioned person.

6 points      Person who occupies a position which commands and supervises a class.

4 points

4 points. Person who occupies a position capable of helping (acting for) the above mentioned person.

(2) Computed by degree of responsibility, shall be given 20 points for the maximum.

20 points. Person who occupies a position which bears the whole responsibility of a unit (group).

15 points. Person who occupies a position proportionate to the above mentioned position.

12 points. Person who occupies a position which bears responsibility of a class.

8 points. Person who is proportionate to the above mentioned person.

File 50B

(A)

Sho No. 55

Jan. 29, 1949

To: President of the S.P.B.

From: Governor of Tochigi Prefecture.

Subject: Partial Revision of Pay Regulations for the Allied Forces' Clerical Employees and Pay Regulations for the Dependent House Employees.

I have received your Notification Toku-Cho-Sho-Otsu-Hatau No. 25, dated Jan. 18, of this year regarding the above subject, but when the change of wages is made by increasing 25% or 50%, there will occur three different cases in relation to the new frames, namely, (1) those which are within the frame; (2) those which are at the maximum limit; and (3) those which exceed the frames. Although there is no doubt regarding the former two, I implore you to give me an instruction concerning the dealing whether I should stop the last ones at the maximum limit.

Besides, let me add here that if those persons in these cases who were changed their type of job from the house-keeper to the first class maid and have been receiving the former wages are restricted to the frame increased 25%, there will be some who will be paid less than their former wages (¥3,701 base).

P.S. As this subject is related to labor union, I implore you to give me a written answer as fast as possible.

(B)

To: Governor of Tochigi Prefecture.  
From: President Shigeta of the S.P.S.  
Subject: Dealing of Pay Regulations for the Allied Forces' Clerical Employees and Pay Regulations for the Dependent House Employees.

I answer to you as follows regarding your inquiry.  
Sho No. 55, dated Jan. 29.

1. The purport of the proviso of (2) of 1 of Toku-Che-She-Otsu-Hatsu No. 25, dated Jan. 18, is to put a fixed restriction, considering the nature of the frames of the table of standard wages, to the rates of increase of the standard wages accompanying to periodical wage increase and other revision of bases. Accordingly, in case the amount increased 25% or 5%<sup>0</sup> over the basic wage of each person exceeds the maximum amount of the table of standard wages revised this time, it is requested to be stopped at the maximum amount.

2. As to the proviso of your inquiry, namely, those basic wages approved by 4 of my letter Toku-Che-She-Otsu No. 12 "Subject Regarding Revision of the Table of Standard Wages for the Allied Forces' Dependent House Employees," dated Oct. 18, 1948, which exceed the maximum amount of the table of standard wages revised this time, they shall not be ~~raised~~ <sup>reduced</sup> their basic wages. No wage increase by a periodical increase or other wage adjustments shall be approved till those basic wages come in future within the range of the frames.





		3.		Amount of Wages	
		Net Amount of Other Allowances paid by Voucher		Supplied by J.G.	
Amount	Type	L.R.	F.D.	L.R.	F.D.
		Amount	Amount		
8,441,828,70		135,521,973,08	843,403,31	3,537,055,67	1,419,821,99

2. Other allowances paid by evidential instruments.
- a. Dismissal & retirement allowance.
  - b. Travelling expenses.
  - c. Accident relief money.
  - d. Special work allowance.
  - e. Language differentials.
  - f. Non-work allowance.
  - g. Foreman allowance.

Paid in Foodstuffs and Other Articles				Total
Supplied by Allied Forces		Supplied by Others		
L.R.	P.D.	L.A.	P.D.	
<del>2,117,533.86</del>		27,224,28		1,569,003,613.69

Synopsis of Unit System

