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

GHQ/SCAP Records (RG 331, National Archives and Records Service)

Description of contents

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(4) Subject:

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(7) Film no. Sheet no.

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Sep.	'48	OD # 51
Oct	48	OD # 52
Dec.	"	OD # 64
Jan.	"	OD # 1

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Jan.	'46	OD #8 (Report on Historical Cultural & Relgious Objects & Installations)
Feb.	"	OD #19
"	"	OD #20
March	"	Perational Directive # 19/1 for 1946
July	"	OD #65
"	"	CLEAR
Oct.	"	OD # 19/2 for 1946
Nov.	"	OD # 90
Dec	46	OD #92 Inspection of Jap Educational Institution
Jan.	'47	Perational Directive #2
"	"	Telephone message received from 8th Army by this HQ
"	"	OD # 13
Feb.	"	OD # 17
"	"	OD #20
"	"	OD # 19
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Oct.	"	OD # 92/1 for 1946
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Feb.	"	OD # 75/3 for 1946
Apr.	"	OD # 23
Apr.	"	OD # 28
Apr.	"	OD # 30
Jul.	"	OD # 41
Aug.	"	General Orders # 49
Aug.	"	OD # 48

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RECEIVED 10 JAN 1949

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)
)
NUMBER 1)

3 January 1949

NATIONAL ELECTIONS

1. On 27 December 1948, the Japanese Government announced a general election for members of the House of Representatives of the Diet. The voting day for this election will be 23 January 1949. The election campaign opened on 27 December 1948, and will continue through the day preceding the voting day.

2. On the voting day, in accordance with Article 79 of the Constitution, there will be the first popular review to be held in Japan of the appointment of all Supreme Court Judges. Attention is directed to the Law No. 136, 20 November 1947, Law for Peoples' Examination of the Supreme Court Judges, and the Enforcement Ordinance, Cabinet Order No. 122, 25 May 1948.

3. It is imperative that this election be a free and positive expression of the will of the Japanese people, especially since there exists on this occasion a clear-cut distinction between the party in power and a recognized opposition. The same condition is essential for the balloting for the review of the judges. The applicable laws and ordinances, if faithfully enforced, will assure such an expression.

4. General supervision of enforcement rests with the National Election Management Commission while direct responsibility lies with the various election administration committees which have been established in each local entity of government.

5. To ensure faithful enforcement, the Commanding Generals, I and IX Corps and the Commanding Officers of Shizuoka, Kanagawa and Tokyo Military Government Teams will effect extensive and continuous surveillance during the election campaign and particularly on the voting day, to include the following:

a. Inform election administration committees, chief executives, public safety commissions, candidates and the public in general, that occupation force personnel will observe the administration of election laws from the time the campaign opens until the final results are made public.

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b. Refer to the proper Japanese authorities all violations and delinquencies observed in the administration or operation of the election laws. Types of violations which may occur include:

(1) Privileges granted to favored candidates.
(2) Unlawful exclusions from the registration lists.
(3) Police interference with legal campaign activity.
(4) Efforts on the part of either political bosses or petty political machines to buy votes by monetary bribes or gifts of scarce commodities.
(5) Excessive campaign expenditures, in cash or kind, or failure to report campaign expenses, including excessive contributions from or to behind-the-scenes bosses and other interested individuals.
(6) Interference with legitimate election meetings, with access to the polls, or with free and secret voting.
(7) Denial of legitimate candidacy; improper candidacies; evasion of the purge ordinances; failure of responsible officials to make purge questionnaires available for public inspection.
(8) Dishonest tabulation or reporting of results.
(9) Failure of authorities to prosecute violators.
(10) Use of violence, threat of violence or other intimidation.
(11) Campaigning for election on the voting day.
(12) Calling repeatedly the names of a party candidate, political party or political organization for the purpose of election campaigns in whatever manner, except authorized by law.
(13) Active demonstrations by use of parades or processions by motor cars, on foot or otherwise.
(14) Using children, pupils or students of schools under the age of 20, in the campaigning or on the voting day.
(15) Improper use of writings and pictures.
(16) Excessive use of motor cars, loud speakers, sledges and boats.

c. Encourage efforts by information media to publicize the election and to emphasize the needs for adhering strictly to the provisions of the election laws.

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d. Provide during the election campaign within each election district, a minimum of one surveillance team consisting of a commissioned officer or a noncommissioned officer of the first three grades, an interpreter and a driver, together with a motor vehicle. The interpreter and driver may be persons other than members of the occupation forces. If other than members of the occupation forces they will in no way be closely affiliated with any political party, political organization or candidate. In addition to the pre-election surveillance teams, additional teams will be furnished to provide the widest practicable coverage on the voting day and while the ballots are counted.

e. Suspend all current occupation force orders or instructions, written or verbal, requiring advance notice or advance clearance of political meetings or speeches to ensure complete freedom of political activity during this and all subsequent elections and election campaigns.

6. A policy of strictest impartiality will be observed and enforced throughout this command.

7. Reports.

a. Any serious violation of the election laws will be reported direct to this headquarters, by the fastest means of communication available. All communications, other than written, must be confirmed in writing immediately, with information copies to intervening headquarters.

b. Two reports sent directly to this headquarters are required from each military government team during the election campaign period. These may be narrative in form covering the following subjects:

(1) A careful summary of the opening events.
(2) Names of major parties participating.
(3) Names of important candidates.
(4) Number of other candidates.
(5) Major campaign issues.
(6) A general evaluation of activities.

The first of these two reports will cover the first four days of the campaign ending 30 December 1948 and the second report will cover the first eighteen days of the campaign ending 13 January 1949.

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c. A final summary report as set forth in inclosure 1 will be submitted direct to this headquarters to arrive not later than 2 February 1949.

8. The principal laws and ordinances applicable to this election and to the popular review of the judges will be distributed by this headquarters to each corps, regional headquarters and military government team.

Applicable portions of paragraphs 1, 3, 4 and 5 above, apply to examination of Supreme Court Judges. Special attention is directed to the new ballot to be used for the review prescribed in the Law for Peoples' Examination of Supreme Court Judges.

9. Recission.

Operational Directive 22 this headquarters 1 March 1947, subject: "Local Government Elections," as amended.

BY COMMAND OF LIEUTENANT GENERAL WALKER:

M. B. HALSEY
Major General, GSC
Chief of Staff

1 Incl:
Report form on
Surveillance of Election

OFFICIAL:

SHEA
G-3

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SCAP	6
Each Mil Govt Team	10
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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO. 775013

REPORT FORM ON SURVEILLANCE OF ELECTIONS

(Skeleton Outline Only)

1. Name of Prefecture.....
(Add separate reports for each city over 100,000, answering only applicable questions)

2. Number of Registered Voters
(Men.....
(Women.....
(Total.....

3. Number Actually Voting.
(Men ....
(Women .....
(Total.....

4. Number Persons claiming Registration but not Registered.

5. Number of Surveillance Teams ....
(Men.....
(Women.....
(Total.....

6. Number of Polling Places .....

7. Number of Polling Places Visited .....

8. Number of Ballot Counting Stations .....

9. Number of Ballot Counting Stations Visited.....

10. Availability of Candidates purge questionnaires at Election Administration Committee's Offices and at Screening Committee's Offices .....

11. Amount of publicity given to the fact that candidates purge questionnaires are available at Election Administration Committee's Offices and at Screening Committee's Offices.

Press	Radio	Political Gatherings
.....	.....	.....

12. Approximate number of pre-election campaign meetings held throughout prefecture by each party.

Party	No Meetings	Total Att
.....	.....	.....
.....	.....	.....
.....	....	.....
	.....	.....

Independent Meetings

13. No of pre-election meetings held by MG Team:

		Total Att
with Election Administration Committee	.....	.....
With Officials	.....	.....
With Candidates	.....	.....

Inclosure 1 to Operational Directive No. 1 Hq Eighth Army, dated 3 Jan 49.

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14. Report generally on extent of local publicity given to election (e.g. newspaper stories, advertisements, radio time, placards, postcards, handbills).

15. Number of violations reported or observed:

Coercion	.....
Soliciting for votes	.....
Interference with free and secret voting	.....
Interference with access to polls	.....
Privilege granted favored candidates	.....
Dishonest tabulation in reporting of votes	.....
Buying of votes	.....
Excessive expenditures	.....
Police interference of any type	.....
Riots or other disorders	.....
Improper disqualification of voters	.....
Violations of purge directives	.....
Others	.....

16. Military Government Team's comments and evaluations.

a. Any criticism voiced in regard to activities of Occupation Forces? If so, explain.

b. Comments on activities of local election administration committees.

c. How may election laws be improved?

d. Other suggestions in regard to election.

17. Report significant political trends in each prefecture and in each major city.

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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

22 December 1948

OPERATIONAL DIRECTIVE)
NUMBER 64)

MISUSE OF PUBLIC EDUCATIONAL FACILITIES

1. Reference.

Memorandum to the Japanese Government (SCAPIN 1944), AG 000.8 (22 Oct 45) CIE, General Headquarters, Supreme Commander for the Allied Powers, 29 November 1948, subject: "Misuse of Public Educational Facilities," (inclosure 1).

2. Military government units will exercise the surveillance necessary to insure strict compliance with above reference, particularly with respect to possible abuses of the discretionary powers authorized in paragraph 5.

3. Commanders of corps and each separate military government team will submit to this headquarters, by 21 February 1949, a final report of the number of public school classrooms repossessed in each prefecture in their areas command.

BY COMMAND OF LIEUTENANT GENERAL WALKER:

1 Incl: SCAPIN 1944
29 Nov 48

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:

CHAZAL (G-1)

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GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
APO 500

AG 000.8 (22 Oct 45)CIE
SCAPIN 1944

29 November 1948

MEMORANDUM FOR: JAPANESE GOVERNMENT

SUBJECT: Misuse of Public Educational Facilities

1. Reference is made to Memorandum for the Japanese Government, AG 320 (22 Oct 45)CIE, subject, "Administration of the Educational System of Japan," 22 October 1945, SCAPIN 178.

2. Public school premises will not be occupied by private individuals, Japanese Government agencies other than schools, or juridical persons if facilities are required for school educational programs. For purposes of this Memorandum, the term "public school facilities" shall include all facilities owned or operated by the national, prefectural, city, town and village governments.

3. Regardless of existing contract, tenants now occupying public school facilities will vacate such facilities and return them to the proper school officials of the Japanese Government, except as provided for in paragraph 4 below.

4. The provisions of this Memorandum do not only apply to public school facilities now on procurement demand and utilized by the occupation forces or to those which are procured in the future because of extreme military necessity.

5. Exceptions will be made to the provisions of paragraphs 2 and 3 above if it can be shown that the person occupying living space in the building cannot with the assistance of the government find living quarters in buildings which have already been constructed. Exceptions may be made in the case of Governmental agencies if it can be shown that no other facilities are available. All individuals and enterprises whose purpose is to operate for profit will be dispossessed. In case of excessive hardship resulting from a too rigid interpretation of the Memorandum the injured party may make a final appeal to the Attorney General whose decision shall be final.

6. The Japanese Government will submit a monthly progress report and a comprehensive final report to this General Headquarters not later than 28 February 1949 of actions taken in compliance with this Memorandum.

7. All officials, subordinates, and employees of the Japanese national, prefectural and local government, all teachers and education officials, and all

Incl 1 to Operational Directive 64 , Hq. Eighth Army, 22 December 1948.

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AG 000.8 (22 Oct 45)CIE
SCAPIN 1944

citizens and residents of Japan affected by the terms of this directive will be held personally accountable for compliance with the spirit as well as the letter of all provisions contained therein.

FOR THE SUPREME COMMANDER:

s/

R. M. LEVY,
Colonel, AGD,
Adjutant General.

Incl 1 to Operational Directive 64 , Hq. Eighth Army, 22 December 1949.

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

EXTRA

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)
)
NUMBER 57)

25 October 1948

JAPANESE VISUAL EDUCATION PROGRAM

1. References.

a. "Basic Post-Surrender Policy for Japan," Far Eastern Commission, 19 June 1947 (previously distributed to military government units).

b. Operational Directive 57, this headquarters, 16 August 1947, subject: "Civil Information Activities."

2. To promote the reorientation objectives set forth in reference 1a, further implement the provisions of paragraphs 7c (4) (b) (c) and (e), reference 1b, and aid in the establishment of a Japanese visual education program designed to reorient and reeducate the Japanese people, the Supreme Commander for the Allied Powers will lend to Japanese civic institutions and organizations available information equipment and materials. This will include motion picture projectors, film strip and opaque projectors, screens, motion picture films, film strips and such other materials as are deemed necessary for the proper operation of this program. The equipment lent will be utilized to encourage the fullest development of local autonomy by the using agencies, civic and private. Complete responsibility for all phases of planning, supply and implementation of this program will ultimately rest with the Japanese agencies concerned.

3. The Japanese agencies entrusted with the implementation of this program are the National Ministry of Education and the Social Education Section of the Bureau of Education of each prefecture. Participation in this program by the Japanese is voluntary; however, continued participation and support by the United States Army is dependent upon conformity by the Japanese agencies to the organizational setup and operating procedures set forth herein.

a. Each prefecture has established voluntarily and will support financially a film library unit, normally located in the prefectural library. The prefectural film library will be autonomous with respect to all agencies other than the prefectural government. It will be subject to military government supervision, but is to be guided by operational procedures published by the Japanese Government. The Social Education Section of the prefectural Bureau of Education will designate a Visual Aid Officer for the prefecture. He will be responsible that proper liaison is main-

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

tained with the prefectural military government unit, and that the operations of the prefectural film library conform to the operating procedures published by the Japanese Government.

b. A regional equipment and service center has been established in each Japanese political region, which is supported financially by the prefectures within the region that participate in this visual education program. The equipment and service center is subordinate to the prefectural film libraries which it serves and exists only as a distribution and service agency. A regional film library committee, composed of representatives from each prefecture concerned, will select a responsible head for the regional equipment and service center, to be titled the Regional Service Officer. The Regional Service Officer so selected will be responsible that proper liaison is maintained with the regional military government unit, and that the operations of the regional equipment and service center conform to the operating procedures published by the Japanese Government. He shall be an individual not connected with any prefectural film library activity, and shall be responsible only to the regional film library committee.

c. The Ministry of Education has published operating procedures in Hatsusha No. 103, attached as inclosure 1. It has assisted in the establishment of the regional and prefectural agencies and will furnish guidance and assistance on a continuing basis, particularly in such matters as program planning, utilization methods, sources and priorities for supplies and equipment to be procured by the Japanese agencies.

4. To provide supply channels that parallel the Japanese grouping of prefectures, Tokyo-To, Niigata and Kanagawa prefectural film libraries will be served by the Kanto service center. The Shizuoka film library will be served by the Tokai-Hokuriku service center.

5. It is desired that commanding officers of military government units take the following actions with respect to the Japanese visual education agencies on their respective levels:

a. Maintain surveillance, provide guidance and insure compliance with the operating procedures set forth in inclosure 1 hereto.

b. Exercise reasonable care in assuring that the equipment loaned is used to best advantage in the conduct of authorized activities. Formal accounting of subject equipment is not required but acknowledgment in writing of the receipt of materials by Japanese agencies is mandatory.

c. Transfer all films, projection equipment and screens, distributed under the provisions of Operational Directive 37, this headquarters, 26 May 1948, and now in the possession of military government units, to Japanese visual education agencies for integration with existing stocks.

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The procedure for transfer is set forth in inclosure 2. Subsequent withdrawal of projection equipment by military government units from prefectural film library stocks, whenever needed and for such a period as is deemed necessary, is authorized.

d. Facilitate the transportation of equipment, via 3d Transportation Military Railway Service or other military agencies, to and from military units.

e. Report to his headquarters those deficiencies and inadequacies which cannot be solved at local levels.

6. Allocations of equipment to regions and recommended allocations to prefectural film libraries have been established by this headquarters and are listed in inclosure 6 to Hatsusha 103 (Incl 1). Limited revision of these allocations by the regional film library committees, with the approval of the regional military government team, is authorized. This headquarters will be notified when such revisions are accomplished. No machines will be transferred from one region to another without prior approval of the Supply Officer, Civil Information and Education Section, General Headquarters, Supreme Commander for the Allied Powers.

7. Military government personnel will authenticate express receipts for 3d Transportation Military Railway Service shipment from the service center to the film library and vice versa, and verify receipt of all equipment. Transportation to and from 3d Transportation Military Railway Service shipping points will be provided by the Japanese agency concerned. Transporting equipment by means other than 3d Transportation Military Railway Service is authorized, provided maximum security is maintained for equipment in transit. Projection equipment and films will be shipped between film libraries and regional centers via military agencies to the extent available. Transportation between film libraries and requesting agencies is a Japanese responsibility. Expense incurred in shipment by means other than military agencies will be assumed by the Japanese agency concerned.

8. All equipment and materials received from military agencies will remain the property of the United States Army.

a. Within ten days of loss or destruction of items of equipment, through fire, theft or other mishaps, the circumstances of such loss will be reported in detail by Japanese visual aid officials to the prefectural military government team. Reports will be prepared in English and will be investigated and substantiated by military government units, after which they will be transmitted direct to the Civil Information and Education Section, General Headquarters, Supreme Commander for the Allied Powers, APO 500. Upon approval, these reports will become the basis for automatic replacement of lost or destroyed equipment by General Headquarters, Supreme Commander for the Allied Powers.

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b. Regional military government headquarters and prefectural military government teams will check and certify semi-annual inventories taken by the service center and film library, respectively, as outlined in paragraphs 8g and 5c of Hatsusha 103 (Incl 1).

c. Military government units will ascertain that adequate packing is provided by Japanese agencies for transportation of equipment.

9. Visual education equipment will be used only for the reorientation and reeducation of the Japanese in furtherance of Occupation Force objectives and in accordance with existing policy.

a. Use of this equipment is not authorized for the training or entertainment of Occupation Force troops or Japanese agencies other than those approved by the film library.

b. Military government units will review all requests for extended loan of equipment to Japanese institutions and organizations. Preference in the approval of extended loans will be given those agencies concerned with military government priority programs.

c. The prefectural military government team will review all advance exhibition schedules as prepared and submitted by the visual aid officer.

d. Failure of a prefectural film library to submit required reports, to conduct the affairs of the library in accordance with the procedures outlined above, to prevent abuse of the equipment, or to properly utilize equipment will result in the withdrawal of equipment by this headquarters.

10. Direct communication between military government teams and Educational Film Unit, Civil Information and Education Section, General Headquarters, Supreme Commander for the Allied Powers, is authorized in regard to the following matters only:

a. Shipment and distribution of films or additional prints.

b. Matters pertaining to shipment and receipt of equipment and replacement parts.

c. Transmittal of reports received from Japanese agencies.

11. Operational Directive 37, this headquarters, 26 May 1948, subject: "Equipment for use by Military Government Units in Connection with Civil

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Information Activities," is rescinded.

BY COMMAND OF LIEUTENANT GENERAL WALKER:

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:

Schanze

SCHANZE
G-4

2 Incls:
1. Hatsusha No. 103 (w/11 inclosures).
2. Transfer Procedure.

(MG-CI)

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

Hatsusha No. 103
DATE: 26 October 1948

From: Vice-Minister of Education

To: Prefectural Governors

Subject: Reception of 16 mm Sound Projectors and Films Loaned by GHQ

SECTION I - GENERAL

1. With a view to effecting the enlightenment of the Japanese people in the world situations and democratization of Japan, GHQ is going to loan the 16 mm sound projectors and films to each prefecture. As such action will surely do much to our people in their efforts to keep pace with the world and democratize Japan, it is most urgent and important to facilitate the perfect utilization and satisfactory operation of these implements of visual education. You are highly required to make quick and effective arrangements to receive these implements, according to the following points, so that the desired aim may be surely attained.

SECTION II - RECEPTION AND UTILIZATION OF 16 MM SOUND PROJECTORS AND FILMS LOANED BY GHQ

2. Aim of the Loan of Projectors and Films. The Japanese people were kept from the knowledge of the international situation during the war by the pressure of militarism and ultra-nationalism; hence they had no correct concept of democracy, not to speak of the world's situation. GHQ has decided to loan 16 mm sound projectors and films to every prefectural government with a view to enlightening the Japanese people in the world's situation as well as the democratization of Japan through visual education in accordance with the provisions of the Potsdam Declaration. It is required, therefore, to ensure adequate arrangement for receiving these implements so that you may facilitate the perfect utilization and satisfactory operation of these implements of visual education.

3. Responsibilities in the Reception and Utilization of the Tools.

a. The Japanese agencies to be entrusted with the implementation of this program are the National Ministry of Education and the Social Education Section of the Bureau of Education of each prefecture. Participation by any prefecture is voluntary but continued participation is dependent upon adherence to the operating procedures set forth herein. The operation of this program by each prefecture will be autonomous in respect to other prefectures.

b. The prefectural government authorities shall be responsible for the planning, distribution, exhibition, and repair of these 16 mm sound projectors and films in close contact with and under the supervision of the prefectural military governments.

c. The Education Ministry will furnish aid and guidance to prefectures particularly in such matters as program planning, utilization methods

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and sources and priorities for supplies and equipment to be procured by the Japanese agencies.

4. Preparation for receiving them to be made in each prefecture.

a. Visual Aid Unit in Prefectural Governments.

(1) The prefectural authorities should establish the "Visual Aid Unit" in the Social Education Section. The Social Education Section shall appoint one full-time chief (Visual Aid Officer) and any other necessary personnel.

(2) The Visual Aid Unit in each prefecture will receive the supervision of the prefectural military government.

(3) The responsibility of the prefectural Visual Aid Unit shall be the planning and utilization of film and equipment. (The Visual Aid Unit shall form the plan in cooperation with the prefectural film librarians so that the loaned visual educational implements can be best utilized.)

5. The Visual Aid Officer:

a. The Visual Aid Officer is responsible that proper liaison is maintained with the prefectural military government and for the preparation of utilization projects to employ the loaned films and equipment.

b. The Visual Aid Officer will prepare advance film exhibition schedules for special CIE information programs and will report requests for extended loan. This information will be contained in the monthly report of operations and will be submitted to the prefectural military government for review. In granting extended loan periods he will ensure that:

(1) Key civic groups whose memberships are small are not to be discriminated against.

(2) A minimum of twenty daily showings per month will be made with any machine issued on extended loan.

c. The training and licensing of projectionists will be the responsibility of the Visual Aid Officer only.

(1) New licenses will be issued annually, effective from 1 January of each year. Such licenses will not authorize the licensees to operate motion picture projection equipment other than that used as described herein for the reorientation and re-education of the Japanese. Sample attached as inclosure 11.

(2) License forms will indicate the period of validity, and will be recalled upon the issuance of new licenses.

(3) Licensees will be required to take proficiency tests, as established by the Visual Aid Officer, prior to the annual issuance of new licenses.

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(4) Any adult member of a civic institution or organization shall be eligible for training and licensing upon request to the Visual Aid Officer.

6. Prefectural Film Library

a. Each prefecture participating should establish, within the Central Library of the prefecture, a film library unit. Each prefecture will support financially a film library unit. However, Kencho facilities may be used temporarily in the event that prefectural library facilities are inadequate. Relocation of the film library unit in the prefectural library will be accomplished at the earliest possible date.

b. The prefectural library will furnish, at least two full-time service members, one of whom shall be a librarian and the other shall be in charge of the booking business, both responsible to the head librarian. The prefectural library will furnish tools and equipment necessary for the maintenance of film library unit operations, as specified in inclosure 1.

c. The film library will remain open for a minimum of forty hours per week and will be easily accessible to the public. Exhibition schedules and film information will be available and displayed prominently. All bookings must be made by the film librarian. In case of conflict decision will be made by the Visual Aid Officer. The film library unit will be responsible for all details of shipment, booking and record keeping.

d. Equipment inventories will be taken on 10 January and 10 July. All projection equipment and serviceable spare parts receipted for by the film library will be listed, to include the location and condition as of the inventory date. The inventory will be checked and certified by the prefectural military government on the dates indicated above. The inventory will be made in two copies.

(1) The original will be forwarded to the service center, to arrive not later than 15 January and 15 July.

(2) The duplicate will be retained in the files of the film library.

e. Failure of any prefecture to submit required report, to conduct the affairs of the library in accordance with operating procedures as outlined herein, abuse of equipment, or failure to properly utilize equipment will result in the withdrawal of equipment.

f. The film showing report, copy attached as inclosure 2, will be prepared in one copy by the projectionist after each showing and submitted to the film library. A film showing report will be submitted for each film shown. The information contained therein will be used by the film library as the basis for the weekly consolidated report of film showing, inclosure 3.

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g. The weekly consolidated report of film showings will be prepared by the film library in two copies. A report will be submitted for each film title in circulation during the period with which the report is concerned.

(1) The original will be transmitted direct by prefectural military government to the Educational Film Unit, CIE, SCAP, APO 500.

(2) Duplicate will be retained in the files of the prefectural film library.

h. The booking record, inclosure 4, will be maintained by the film library. A record sheet will be prepared for each title in circulation. The loaning agency and the length of loan, to include time allotted for shipment, will be indicated in the space provided below the date.

i. A cataloging card system will be maintained in the film library. Samples of the cards to be used in the establishment of cross reference files are attached as inclosure 5.

j. Each film library and Visual Aid Officer will prepare a joint monthly narrative report of operations in English. This report will be prepared in three copies and be submitted to the prefectural military government by the fifth of each month. The report will include information concerning utilization projects, training of projectionists, number of licenses issued and to whom, suggestions and information concerning proposed advance exhibition schedules and complete justification of all loans proposed for longer than a daily period.

(1) The original will be transmitted by the prefectural military government directly to the Civil Information and Education Section, GHQ, SCAP, APO 500, to arrive by the tenth of the month.

(2) The duplicate will be retained by the prefectural military government for review of advance exhibition schedules and extended loans.

(3) The triplicate will be retained in the files of the film library.

7. Regional Film Library Committee.

a. A regional film library committee, composed of representatives from each prefecture concerned, shall be responsible for the activities of the Regional Equipment and Service Center and shall select a responsible head to be titled the "Regional Service Officer".

b. Regional Service Officer so selected is responsible that proper liaison is maintained with the regional military government, and that the operations of the regional equipment and service center conform to the operating procedures published herein. He shall be an individual not connected with any prefectural film library activity, and shall be responsible only to the regional film library committee.

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8. Regional Equipment and Service Center

a. The prefectural authorities shall establish a regional equipment and service center in cooperation with the other prefectures of their respective region.

b. Regional Equipment and Service Center shall be established in conformity with the location of the Eighth Army Military Government Teams. Therefore, they shall be located in the following eight places: Tokyo, Kyoto, Nagoya, Takamatsu, Fukuoka, Kure, Sendai, and Sapporo. Tokyo-to, Niigata and Kanagawa prefectures are served by the Kanto service center. Shizuoka prefecture is served by the Tokai-Hokuriku service center.

c. The regional equipment and service center shall receive the supervision of the military government of the region. The service center shall be subordinate to its supporting prefectural film libraries and shall exist only as a distribution and service agency for the prefectural film libraries.

d. The duty of the regional service center shall be the repair and maintenance of equipment, the distribution of film and equipment, and the maintenance of a regional film library.

e. The payment of the expenses needed by the regional service center such as the personnel expenses, the cost of supplies, construction of the warehouse, repair of workshop, and the pay to carriers for transportation shall be shared by the prefectures belonging to that region.

f. The service center will furnish tools and equipment necessary for the maintenance of operations, as specified in inclosure 1.

g. The service center will comply with the following operating procedures:

(1) A consolidated inventory will be taken on 10 January and 10 July. All projection equipment and serviceable spare parts on hand in the service center will be listed, as of the inventory date, noting the operating condition of each machine. The inventories received from the film libraries will be consolidated with items of service center equipment, to provide a complete accounting of all projection equipment and spare parts in the region, as of 10 January and 10 July. The consolidated inventory will be checked and certified by the regional military government on the dates indicated above. Consolidated inventories will be completed by 20 January and 20 July in two copies.

(a) The original will be transmitted by the regional military government directly to the Civil Information and Education Section, GHQ, SCAP, APO 500, to arrive not later than 1 February and 1 August.

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(b) The duplicate will be retained in the files of the service center for a period of one year, then destroyed.

(2) An adequate accounting system for film projection equipment and spare parts will be maintained, subject to inspection by the regional military government.

(3) All repair of equipment forwarded by the film libraries will be accomplished.

(4) Unserviceable lamps, tubes, and spare parts will be returned via regional military government to the Supply Officer, CIE, GHQ, SCAP, APO 500 and will provide the basis for new issue. Items for return will be segregated and packaged separately as follows:

(a) Projection and exciter lamps.

(b) Vacuum tubes.

(c) All unserviceable spare parts will be listed by part number and nomenclature on the outer wrapping to the return package. Parts will be tagged or marked "Unserviceable."

(5) Itemized shipping lists will be prepared in three copies, listing all unserviceable material returned. Shipping lists will be countersigned by a representative of the regional military government.

(a) The original will accompany the shipment to the Supply Officer, CIE, GHQ, SCAP, APO 500.

(b) The duplicate will be retained in the files of the service center.

(c) The triplicate will accompany requests for repair parts or replacement equipment. Repair or replacement parts will be requisitioned once monthly, between the 1st and 5th, from the Civil Information and Education Section, GHQ, SCAP, APO 500 via regional military government. Emergency orders on dates other than those indicated will be submitted only with military government approval.

(6) For the assistance of repairmen, and to facilitate the requisitioning of spare parts, a series of photographs of available replacement parts for the Natco 16mm

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projector have been supplied. Photographs include nomenclature printed in English and Japanese. Operating manuals, printed in Japanese, will accompany each 16 mm Natco projector and projection equipment PH-132-C issued.

(7) Each service center will prepare a monthly narrative activities report, in English. This report will be prepared in three copies and submitted to the regional military government by the fifth day of each month. The report will include a resume of repair activities listing the nature and number of all repairs; the number and disposition of all prints distributed by the service center, and a report on the loan of all permanently assigned films to film libraries.

(a) The original will be transmitted by the regional military government to Civil Information and Education Section, GHQ, SCAP, APO 500, to arrive by the tenth day of each month.

(b) The duplicate will be retained by the regional military government, to provide the basis for future parts stockpiling recommendations.

(c) The triplicate will be retained in the files of the service center.

(8) A cataloging card system will be maintained in the service center. Samples of the cards to be used in the establishment of cross reference files are attached as inclosure 5.

9. Notes for the Reception of Equipment

a. The allocation of equipment to regions and recommended allocation to prefectural film libraries are listed in inclosure 6. Retention of a regional reserve will provide a source of replacement machines during repair operations. Limited revision of these allocations by the regional film library committee, with the approval of the regional military government, is authorized. No machines will be transferred from one region to another without prior approval of the regional military government. Records of the prefecture and the region involved will be corrected for such changes.

b. Upon receipt by the service center from the Supply Officer, CIE, GHQ, SCAP, equipment will be uncrated, checked for operating condition and marked as indicated below:

(1) All equipment will be stenciled "Property of the U.S. Army" in letters one inch high, stenciled with the name of the region and numbered consecutively from one up.

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(2) 16 mm projectors will be stenciled on the top of the machine cases, parallel to the carrying handle. The top of the amplifier will be stenciled in a like manner. Projectors and amplifiers will be maintained and accounted for as complete units and will be assigned duplicate numbers.

(3) Projection equipment PH-132-C will be stenciled on the upper part of the metal projector housing, in the space provided on either side of the ventilation louvres. The units will be numbered consecutively from one up, with the letter "p" preceding the assigned number, e.g. P-1.

(4) Screens will be stenciled on the metal screen container. Irrespective of size, they will be numbered consecutively from one up, with the letter "S" preceding the assigned number, e.g. S-1.

c. A master list of the serial numbers of all equipment in the region, with assigned regional numbers, will be kept on file at the service center. Copies will be furnished to the regional military government to be transmitted to the Educational Film Unit, CIE, GHQ, SCAP.

d. Upon completion of operation checks and stenciling by the service center, allocated equipment will be delivered to the film libraries. A hand receipt, sample attached as inclosure 7, will be obtained from each receiving film library. Such receipts will be reproduced locally by the service center and amended as necessary. Copies of the completed receipt will be retained by the film library and the prefectural military government verifying the receipt. The original will be forwarded through military government channels to the service center within four days after receipt of shipment.

e. Military government personnel will authenticate express receipts for RTO shipment from the service center to the film library and vice versa, and will verify receipt of all equipment. Transportation to and from RTO shipping points will be provided by the Japanese agency concerned. Transport of equipment by means other than RTO is authorized, provided maximum security is maintained for equipment in transit. Projection equipment and films will be shipped between libraries and regional centers via military agencies to the extent they are available. Transportation between film libraries and requesting agencies is a Japanese responsibility. Expense incurred in shipment by means other than military agencies will be assumed by the Japanese agency concerned.

f. Within ten days of loss or destruction through fire, theft, or other agency of items of equipment, the circumstances of such loss will be reported in detail by the Visual Aid Officer.

Such reports will be prepared in English and will be investigated and substantiated by prefectural military government. Reports will be transmitted by military government directly to the Civil Information and Education Section, GHQ, SCAP, APO 500.

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Upon approval, these reports will become the basis for automatic replacement of lost or destroyed equipment by the Supply Officer, CIE, GHQ, SCAP.

g. One projector and exciter lamp and one of each type vacuum tube used will accompany each Natco 16 mm projector loaned to a requesting agency.

(1) Preventive maintenance and repair, confined to the replacement of vacuum tubes and lamps, lubrication, and the cleaning of operating surfaces, will be provided by the film library. All other repairs will be made by the service center.

10. The Distribution of Films

a. Film prints are allocated on the basis of one print per subject for each film library, except that the Hokkaido film library receives two prints of each subject.

b. Prints will initially be circulated for a period of six months. To coordinate the exhibition of films with military government activities, a release date is established for each subject. Release dates are indicated on the film shipment receipt, copy attached as inclosure 8.

c. Each film library has been assigned a number, in accordance with the allocation of CIE print numbers, copy attached as inclosure 9. Each subject released is marked with the film library number on the trailer and leader.

(1) To expedite the maintenance of records and the identification of lost prints, prints will be referred to by title and print number. Permanent prints assigned to the service center will be distinguished by the letter "p" preceding the print number.

d. Film shipments will be made from the Educational Film Unit, CIE, SCAP, to the service center, in care of the commanding officer of the regional military government, via RTO. Films will be transmitted by the regional military government to the service center. Three copies of the film shipment receipt, inclosure 8, will accompany the shipment. This receipt will be completed by a representative of the service center and verified by the military government.

(1) The original will be transmitted by the regional military government directly to the Educational Film Unit, CIE, SCAP APO 500.

(2) The duplicate will be retained by the regional military government, if desired.

(3) The triplicate will be retained by service center.

e. Film shipments will be made from the service center to the film library via military agencies. Shipments will be addressed to the film library.

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in care of the commanding officer of the prefectural military government.

(1) Two copies of inclosure 8, prepared locally and amended as necessary, will accompany the shipment. This receipt will be completed by a representative of the film library and verified by the prefectural military government.

(a) The original will be transmitted to the service center for files.

(b) The duplicate will be retained by the film library.

f. Prints will be returned to the Educational Film Unit, CIE,SCAP, via military government, for renovation and reissue, at the completion of the six months' circulation period. The return date indicated in the film shipment receipt must be complied with. The film return receipt, copy attached as inclosure 10, will be prepared in three copies by the service center and verified by the regional military government.

(1) The original will be transmitted by the regional military government directly to the Educational Film Unit, CIE, SCAP APO 500.

(2) The duplicate will accompany the shipment.

(3) The triplicate will be retained in the files of the service center, to be destroyed, when the completed receipt has been returned by the Educational Film Unit, CIE, SCAP.

g. Films deemed satisfactory for continued ciruclation will be reassigned to the service center on a permanent basis after renovation. Such films will be circulated to prefectural film libraries on request.

11. On the Traveling Showing of the Films

a. The prefectural authorities shall put into practice the traveling showing of the films. Since 35% to 50% of the Japanese people is secluded from the picture house, this program is especially important.

b. The traveling showing shall be planned for by the prefectural visual aid unit and conducted with the approval of military government. The number of traveling showing groups in each prefecture:

5 groups in a large prefecture
3 " medium-sized prefecture
2 " small prefecture

12. Notes on the Operating Procedures.

a. All equipment and materials received from military agencies will

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remain the property of the U. S. Army.

b. Military government will review all requests for extended loan of equipment to Japanese institutions and organizations. Preference in the approval of extended loans will be given to those agencies concerned with military government priority programs.

c. All reports, receipts and requests submitted by Japanese agencies will be transmitted through military government channels.

d. Projection equipment will be accompanied and operated only by a licensed projectionist. Necessary transportation and billeting for operating personnel will be provided by the requesting agency.

e. The formation of exhibition circuits among schools in the daytime hours will be encouraged.

f. Admission fees will not be charged for any program of films or other materials which the requesting agency has obtained without cost, whether from military government or Japanese sources. Admission fees may be charged on a non-profit basis, to defray costs incurred by requesting agencies in the procurement of materials on exhibition. The film library will secure the approval of the prefectural military government prior to the assessment of such admission fees. A complete financial report will be submitted to the prefectural military government not later than five days after such fees have been collected.

g. Educational and documentary films of Japanese origin may be exhibited with the equipment by borrowing agencies, with the approval of military government. Such approval will be limited to films consistent with occupation objectives and appropriate for inclusion with any CIE films shown on the same program.

h. It is desirable that suitable Japanese educational films should be purchased to be used with the CIE films. The Japanese educational films should preferably be those that have passed the evaluation of the Educational Fims Reviewing Committee of the Education Ministry.

11 Incls:
1. Minimum Regional Center and Prefectural Film Library Requirements
2. Film Showing Report
3. Weekly Consolidated Report
4. Booking Record
5. Sample Catalog Cards
6. Equipment Allocations
7. Sample Equipment Receipt
8. Film Shipment Receipt
9. Allocation of CI-E Print Numbers
10. Film Return Receipt
11. Sample Operator's License

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MINIMUM REGIONAL CENTER AND PREFECTURAL FILM LIBRARY REQUIREMENTS TO BE FURNISHED BY THE JAPANESE

SERVICE CENTERS:	Personnel	(Labor - Security Guard)
	Space	(Dependent on number of machines)
REPAIR SHOP:	Personnel	1 Projector repairman 1 Sound repairman Other personnel as needed
	Space	12' x 12' Working area 1 Sound bench 1 Machine Bench Note: Two long benches will be required, the machine bench 8" lower then the other.
	Facilities	Drill press, circuit tester, tube tester, voltmeter, hand tools including soldering iron and electrical pliers.
FILM LIBRARIES:	Personnel	Librarian (Catalog (Schedule bookings (Film record card 1 Film inspector and shipping clerk
	Space	Double room - storage - shipping and inspecting 12' x 12' for interviews - records Shelving (2 sections)
	Facilities	1 pair rewinds and film flange 1 hand splicer 1 large can film cement 1 inspection desk or table (lighted glass) Scissors Voltage regulators (step-up type - 2000 watt capacity)

Incl 1 to Incl 1, Operational Directive 57, Hq Eighth Army, 25 October 1948.

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FILM SHOWING REPORT
映画公開報告書

(This report must be filled out after each showing and returned to the library with the film.)
此ノ報告書ハ各映写毎ニ記入シ上フヰルムト共ニライブラリーニ必ズ返却ノ事

_____ Prefecture Film Library
(Name of Prefecture) 縣フヰルム ライブラリー
縣名

1. CIE Film No. _____ Copy No. _____
民間情報教育部フヰルム番号 コッピ番號
Title of Film _____

Kind of Projector Used _____ Projector No. _____
使用映写機ノ種類 映写機番號

2. Organization or Group _____
団体名
Date Shown _____ No. of Times Shown _____
公開日時 公開ノ数
Attendance _____ Place Shown _____
會衆 公開場所

3. Condition of Film:
フヰルムノ狀態
When Received _____ When Returned _____
受取月日 返却月日
Particulars of damage of film on machine during loan period, for example, sprocket holes torn, scratches, lamp burned out, etc.
借受期間中フヰルム映写中破損詳細例ヘバスプロホール破損擦傷消燈等

4. Audience Report:
觀覧者報告
Was there a discussion of the film after the showing?
映写後本映画ニ付キ何カ意見アリシヤ

What criticism, if any, was offered?
若シ批判アリトセバ如何ナル批判アリシヤ

What other activities were motivated by the film?
本映画ニ依リ何カ他ニ活動ヲ生ゼシヤ

Indicate any other subject areas in which this group might be interested
此ノ団体ノ興味ヲ喚起スル他ノ題目ヲ指示セラレタシ

Signature of Operator
映画者署名

Certificate No.
證明書番號

Signature of Representative of Organization
団体代表者署名
Date
年月日

Incl 2 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

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

WEEKLY CONSOLIDATED REPORT OF FILM SHOWINGS

上映·映畫の各週報告

_____
Prefecture
府縣名

Date _____
日附

CIE Film Number _____ Copy Nos. _____
シー·アイ·イー
フイルム番號 複製番號

Title of Picture _____
映畫の題名

Total Attendance _____
觀覧者總數

Breakdown by Group
団体による内訳

Citizens' Public Halls _____
市町村公民館

Youth Organizations _____
青　年　団

PTAs _____
父母と先生の會

Schools _____
學　校

Others _____
其　他

_____

_____

Summary of Comment on Film
映　畫　の　概　評

_____

_____

_____

SIGNED _____
Prefecture Visual Aid Officer
署名　府縣視覺教育係官

(This report must be compiled weekly by the Prefectural Visual Aid Officer and transmitted to the Information Officer of the Local Military Government Team.)

Incl 3 to Incl 1, OD 25, Hq Eighth Army, 25 October 1948.

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BOOKING RECORD
貸出記入簿

CIE-10 米國陸軍圖書館

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
JAN 一月																															
FEB 二月																															
MAR 三月																															
APR 四月																															
MAY 五月																															
JUNE 六月																															
JULY 七月																															
AUG 八月																															
SEPT 九月																															
OCT 十月																															
NOV 十一月																															
DEC 十二月																															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Incl 4 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

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Main Catalog Card
(filed by title)
題名カード

CIE 10
米國々立図書館
American National Library
22 Min. Sound
二十二分 発声

The democratic heritage of the U.S. portrayed in the contents of the U.S. Library of Congress, Washington, D.C. Shows various activities of the library.
合衆國民主々義ノ傳統映写
首都ワシントン二在ル國會図書館ノ内容
図書館ノ各種活躍

Subject Card
基本カード

図書館
LIBRARIES

CIE 10
米國々立図書館
American National Library
22 Min. Sound
二十二分 発声

The democratic heritage of the U.S. portrayed in the contents of the U.S. Library of Congress, Washington, D.C. Shows various activities of the library.
合衆國民主々義ノ傳統映写
首都ワシントン二在ル國會図書館ノ内容
図書館ノ各種活躍

Shelf List Card
棚リストカード

CIE 10
米國々立図書館
American National Library
22 Min. Sound
二十二分 発声

The democratic heritage of the U.S. portrayed in the contents of the U.S. Library of Congress, Washington, D.C. Shows various activities of the library.
合衆國民主々義ノ傳統映写
首都ワシントン二在ル國會図書館ノ内容
図書館ノ各種活躍

Incl 5 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

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EQUIPMENT ALLOCATIONS

	16-mm Projector	PH-132-C Projector	Screen 50" x 67"	Screen * 120" x 120"
CHUGOKU				
Tottori	8	5	7	
Shimane	17	10	16	
Okayama	19	12	17	
Hiroshima	27	16	26	
Yamaguchi	18	11	17	
Region Reserve	4	2	0	9
TOTAL	93	56	83	9
SHIKOKU				
Tokushima	14	8	12	
Kagawa	14	8	12	
Ehime	18	11	18	
Kochi	16	10	16	
Region Reserve	2	2	0	6
TOTAL	64	39	58	6
KANTO				
Tokyo	40	24	35	
Kanagawa	16	11	16	
Yamanashi	13	8	12	
Saitama	22	13	21	
Chiba	23	14	22	
Ibaraki	27	16	25	
Tochigi	18	10	17	
Gumma	15	9	14	
Nagano	28	17	28	
Niigata	33	21	32	
Region Reserve	12	7	0	26
TOTAL	247	150	222	26

Incl 6 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

1 SECRET
WH-135-0

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	16-mm Projector	PH-132-C Projector	Screen 50" x 67"	Screen * 120" x 120"
TOHOKU				
Fukushima	31	19	28	
Yamagata	21	13	19	
Miyagi	19	12	19	
Iwate	23	14	22	
Akita	19	11	18	
Aomori	20	12	20	
Region Reserve	7	4	0	14
TOTAL	140	85	126	14
HOKKAIDO	75	46	68	13
TOKAI-HOKURIKU				
Aichi	27	16	25	
Gifu	20	12	19	
Ishikawa	17	10	16	
Mie	19	12	18	
Shizuoka	25	15	24	
Toyama	14	9	12	
Fukui	14	9	13	
Region Reserve	5	3	0	12
TOTAL	141	86	127	12
KYUSHU				
Fukuoka	24	15	24	
Saga	10	6	9	
Nagasaki	17	11	16	
Kumamoto	22	14	21	
Oita	17	10	16	
Miyazaki	11	7	9	
Kagoshima	20	13	19	
Region Reserve	5	3	0	13
TOTAL	126	79	114	13
KINKI				
Hyogo	28	17	28	
Kyoto	17	10	16	
Nara	14	9	12	
Osaka	21	12	20	
Shiga	12	8	11	
Wakayama	17	10	15	
Region Reserve	5	3	0	12
TOTAL	114	69	112	12

*Screens 120"x120" will be distributed to using agencies on a permanent loan basis by the service center, based on the recommendations of film libraries.

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_____
(Visual Education Agency)

_____, Japan

Date:

SUBJECT:

TO: _____
(Visual Education Agency)

_____, Japan

Item No.	Nomenclature	Regional No.	Unit	Quantity
1	Equipment, Projection Motion Picture Natco 16-mm, complete with 1 ea projector 1 " amplifier 2 " book instruction 1 " set spare parts	1 thru 13	ea	13
2	Screen, Projection, 50" x 67"	—	ea	13
	LAST ITEM			

I have received the above listed items of equipment in good condition, except as noted. This equipment and associated parts, as listed, is the property of the United States Army and is issued on a loan basis. All equipment is subject to recall upon receipt of proper notice.

_____
Name and Address of Visual Education Agency

_____
Signature of Japanese National (Representative of Visual Education Agency)

I certify that the Japanese National whose signature appears above has received the above listed equipment, except as noted.

DISTRIBUTION:
Original -
Duplicate -
Triplicate-

_____
Signature and Rank of Military Government Representative

_____
Location of Military Government Team

Incl 7 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

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GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
Civil Information and Education Section
Educational Film Unit

Date:

SUBJECT: SCAP CIE Film Shipment Receipt

TO :

No. of Prints	mm.	Inclusive Print Copy Nos.	CIE No. and Film Title	Running Time	Release Date	Return Date

I have received the films listed above, in good condition, except as noted. These films, reels and containers are property of the United States Army and are issued on a loan basis.

NAME AND ADDRESS OF VISUAL AID CENTER

SIGNATURE OF JAPANESE NATIONAL

I certify that the Japanese National whose signature appears above has received the films except as noted.

Incl 7 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

SIGNATURE AND RANK OF MILITARY GOVERNMENT REPRESENTATIVE

DISTRIBUTION:
Original - Return to Educational Film Unit, CIE, GHQ, SCAP, APO 500
Duplicate - File Copy Regional MG Team
Triplicate- File Copy Japanese Regional Equipment and Service Center

Incl 8 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

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CIVIL INFORMATION AND EDUCATION SECTION
Educational Film Unit
APO 500

Allocation of CIE Print Numbers

REGIONS	INCLUSIVE PRINT NOS	PREFECTURE & PRINT NO. ASSIGNMENT
Hokkaido	1-2	
Tohoku	5-11	Niigata..... 5 Yamagata..... 6 Fukushima..... 7 Iwate..... 8 Aomori..... 9 Akita.....10 Miyagi.....11
Kanto	12-18	Chiba.....12 Ibaraki.....13 Tochigi.....14 Yamanashi.....15 Gumma.....16 Nagano.....17 Saitama.....18
Tokai-Hokuriku	20-25	Aichi.....20 Gifu.....21 Ishikawa.....22 Mie.....23 Toyama.....24 Shizuoka.....25
Kinki	27-33	Fukui.....27 Hyogo.....28 Kyoto.....29 Nara.....30 Osaka.....31 Shiga.....32 Wakayama.....33
Chugoku	35-39	Hiroshima.....35 Okayama.....36 Shimane.....37 Tottori.....38 Yamaguchi.....39

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Allocation of CIE Print Numbers (Cont'd)

REGIONS	INCLUSIVE PRINT NOS	PREFECTURE & PRINT NO. ASSIGNMENT
Shikoku	41-44	Ehime.....41 Kochi.....42 Tokushima.....43 Kagawa.....44
Kyushu	46-52	Saga.....46 Nagasaki.....47 Kumamoto.....48 Kagoshima.....49 Miyazaki.....50 Oita.....51 Fukuoka.....52
Tokyo	54	
Kanagawa	57	
Okinawa	A-B-C	

Educational Film Unit 3-4-19-26-34-40-45-53-56

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

_____
(Visual Education Agency)

_____, Japan

Date:

SUBJECT: Film Return Receipt

TO : Educational Film Unit, CIE, SCAP, APO 500

No. of Prints	MM	Inclusive Print Copy Nos.	CIE No. and Film Title	Return Date

The above listed film subject prints, reels and containers, property of the United States Army, are forwarded in compliance with due date of return to the Educational Film Unit, CI&E, SCAP.

_____
Name and Address of Visual Education Agency

_____
Signature of Japanese National (Representative of Visual Education Agency)

I certify that the film subjects, as listed above, are being shippped via RTO to the Educational Film Unit, CI&E, SCAP, this date _____
(Date)

DISTRIBUTION:
Original - Return to Visual Education Agency
Duplicate- For file, Educational Film Unit, CI&E, SCAP
Triplicate-Retained in Files of Service Center

_____
Signature and Rank of Military Government Representative

1st Ind.

Educational Film Unit, CI&E, SCAP, APO 500

TO: _____

c/o _____ MG Team

Receipt is acknowledged for subject films returned.

Incl 10 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

_____
Chief, Educational Film Unit

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

OPERATOR'S LICENSE

_____Prefecture No.___Date Issued_____

This is to certify that the bearer -

Watanabe Taguchi
(English)

_____
(Japanese)

has qualified as an operator of the Natco 16 mm motion picture projector and is licensed to operate same in connection with CIE, SCAP Film Programs.

Signed: _____
Visual Aid Officer

This expires 1 January 194__.

Incl 11 to Incl 1, OD 57, Hq Eighth Army, 25 October 1948.

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

TRANSFER PROCEDURE FOR EQUIPMENT HELD BY TEAMS

The following procedure governs the transfer to Japanese visual aid agencies of all 16-mm Natco sound projectors, projection equipment PH-132-C, screens and films distributed under the provisions of OD 37, this headquarters, 26 May 1948, subject: "Equipment For Use by Military Government Units in Connection With Civil Information Activities."

a. Prefectural military government teams will transfer all equipment noted above to the prefectural film libraries. A locally prepared receipt form, sample attached as Inclosure 7 to Inclosure 1, amended as necessary, will be completed in 3 copies. This receipt will be made to the appropriate service center.

(1) The original will be forwarded to the regional military government team and will be used to clear the accounts of the prefectural team with the regional team.

(2) The duplicate and triplicate copies will be retained in the files of the prefectural film library and prefectural military government team, respectively.

b. Regional military government teams will transfer all equipment noted above to the regional service center. Coincident with the transfer of equipment to the service center, the regional team will turn over the receipts received from the prefectural teams, as noted in a(1) above. The service center will prepare a consolidated receipt form in 3 copies. This receipt will be made to the Supply Officer, Civil Information and Education Section, General Headquarters, Supreme Commander for the Allied Powers, and will consolidate all equipment transferred to the regional service center and prefectural film libraries from regional and prefectural military government teams.

(1) The original will accompany a consolidated property turn-in, WDAGO Form 447, made from the regional team to Civil Information Branch, Military Government Section, this headquarters. The property turn-in slip will list all equipment transferred by regional and prefectural teams to Japanese visual aid agencies. Form 447 will be returned when completed and will serve to clear the accounts of the regional team with the Civil Information Branch, this headquarters.

(2) The duplicate and triplicate copies of the consolidated receipt will be retained in the files of the regional military government team and regional service center, respectively.

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Read, Initial & return for Central Files

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

29 September 1948

OPERATIONAL DIRECTIVE)

NUMBER 51)

INSPECTION OF JAPANESE EDUCATIONAL INSTITUTIONS

1. Reference: Operational Directive 19, this headquarters, 26 February 1947, subject: "Civil Education Program."

2. In order to assist in carrying out the mission of providing essential guidance and assistance to the Japanese in civil education, it is desired that the commanding generals of the corps and the commanding officers of Shikoku and Chugoku Military Government Regions and of Tokyo, Kanagawa and Shizuoka Military Government Teams insure the inspection or reinspection of a minimum of ten Japanese educational institutions each month, in each prefecture under their control.

3. The following methods and techniques will be used in making school inspections.

a. The majority of inspections will be conducted in elementary and secondary schools.

b. Over a period of several months, inspections will be spread throughout the prefecture.

c. Major problems being faced by the school will be studied, conferences held with the principal and teachers, and corrective action suggested.

d. As a result of the facts, observations and conclusions gained from school inspections, conferences will be held with prefectural education officials and recommendations made for the improvement of schools throughout the entire prefecture.

e. Reinspection of schools will be made from time to time to insure that deficiencies noted at the original inspection have been corrected and short visits to several schools will be made when considered necessary in order to spot check on a particular trend or problem.

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4. During school inspections, only those books specifically banned by SCAP directives will be confiscated from school libraries. If books not specifically banned but deemed definitely militaristic or ultra-nationalistic, are found in Japanese schools, a special report of the case will be submitted to this headquarters.

5. Military government units will include in Annex E-1 of the Monthly Military Government Activities Report, the numbers of schools inspected, reinspected, and visited and any unusual incidents noted during these inspections and visits.

6. Operational Directive 92, this headquarters, 6 December 1946, subject: "Inspection of Japanese Educational Institutions," as amended, is rescinded.

BY COMMAND OF LIEUTENANT GENERAL WALKER:

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:

CHAZAL
G-1

(MGCB)

DISTRIBUTION:
"B" plus "X"
Each Mil Govt team (3)
Each Mil Govt region (3)
MG, Eighth Army (10)

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

OPD 8th Army

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

17 August 1948

OPERATIONAL DIRECTIVE)
)
NUMBER. . . . . 48)

SURVEILLANCE OF JAPANESE TAX ADMINISTRATION

1. Surveillance of Japanese tax administration by military government teams and reinforcement teams attached for use in this work has been one of the primary factors responsible for the excellent tax collection record for the fiscal year 1947-48.

2. The revised Japanese tax law of July 1948, providing for tax revenue for the fiscal year 1948-49, calls for a greatly expanded tax program. In order to assure successful accomplishment of this program, military government surveillance of Japanese tax administration has been extended indefinitely.

3. The Taxation Bureau of the Japanese Government has not issued monthly tax collection goals to each of the regional financial bureaus for re-allocation among local tax offices within their respective areas as was done during the fiscal year 1947-48. A breakdown of the total tax revenue estimates budgeted for the fiscal year 1948-49 is contained in paragraph A of inclosure 1.

4. Details of Surveillance.

a. Military government surveillance of Japanese tax collections will be limited to the regional financial bureaus and the local tax offices of the national government. Major emphasis will be placed on the administration of the personal income tax as the potential revenue from this source is a major portion of the estimated tax revenue for the fiscal year 1948-49. Information relevant to the revised tax law of July 1948 is contained in Inclosure 1.

b. Close supervision by military government units is desired of the manner in which Japanese tax authorities enforce the filing and payment requirements of the July income tax returns. The first provisional income tax declarations for the fiscal year 1948-49 under the Japanese Income Tax Law as amended were due by 31 July 1948. During the past year Japanese tax authorities were negligent in the enforcement of provisional income tax declaration requirements. Reassessment and penalty notices were issued only

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after final income tax returns were filed. Under the Japanese Income Tax Law, reassessment and penalty notices may be issued by the Japanese tax authorities following non-compliance by taxpayer with quarterly provisional tax declaration requirements.

c. Surveillance will be continued to insure the collection of delinquent taxes as well as taxes currently being assessed and becoming due.

d. In order to obtain greater cooperation by the tax office chiefs and their employees, all employees of each local tax office will be assembled periodically for a brief talk by the surveillance officer. Employees will be briefed concerning the vitally important task they are performing. Talks will also express the necessity for each employee to adhere strictly to directions given by respective tax office chiefs.

e. All informational and publicity data transmitted through technical channels to local military government teams will be accorded prompt dissemination within their respective areas. Surveillance of taxpayer education to include taxpayer morale and compliance may be achieved by the following implementation:

(1) Tax surveillance officers will request the prefectural officials in the respective areas to lend their utmost support toward improving taxpayer standards in their areas.

(2) Tax surveillance officers will request all local media to give widest publicity to news of tax evasion cases, filing dates for tax returns, instructions on filling out tax returns and other tax information.

f. Surveillance will be accorded actions of tax office personnel to improve tax enforcement standards, particularly as they affect prosecution for tax evasion and collection of tax arrears. Tax surveillance officers will discourage responsible tax office personnel from making compromise settlements with taxpayers where conclusive evidence of fraud or tax evasion exists. Where such evidence exists, cases should be prepared for criminal prosecution in local courts. Local procurators may be urged by tax surveillance officers to prosecute such cases vigorously.

(1) Tax surveillance officers will request local tax officers for latest reports on the amount of unpaid taxes. Further inspections will be made to verify that proper action is taken against delinquents.

(2) Where enforcement action taken by tax offices following expiration of the grace periods takes the form of attachment and auction of taxpayers' assets, tax surveillance officers will insure that adequate publicity is given by tax authorities prior to public auction.

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g. Tax officials will be encouraged to provide for in-service training programs for tax office employees.

5. Reports.

a. Reports (Reports Control Symbol MG-13) will be submitted in duplicate by each prefectural military government team and by each military government team supervising a regional financial bureau, direct to this headquarters (attention: Military Government Section) as soon as practicable after the last day of July 1948 and each month thereafter, not later than the 20th day of the month following the month reported upon. Copies of the reports will be sent to appropriate corps and regional commanders. Reports will be in concise narrative form and include the following information;

(1) Total tax collections made during the month in the geographic area being reported upon.

(2) Major problems of tax administration in each military government area.

(3) Type and extent of operational assistance given to local tax offices and/or regional financial bureaus by Military Government teams. (This will include a summary of visits made, suggestions made to the tax office chiefs and other assistance given by the tax surveillance team to tax officials.)

b. Effective 1 June 1948, collections of delinquent Japanese taxes are being credited to the 1948-49 fiscal tax year. In as much as certain collections made during the months of April and May 1948 were properly creditable to the tax year 1948-49, and other collections during the same months were properly creditable to the tax year 1947-48, the report for August 1948 will include:

(1) Data concerning collections for April and May 1948, segregating the collections into two groups.

(a) Collections creditable to fiscal year 1948-49.

(b) Collections creditable to fiscal year 1947-48.

(2) Total tax collections for June and July 1948, regardless of the fiscal tax year to which originally credited.

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6. Operational Directives 4, 21 January 1948; 4/3 for 1948, 30 March 1948; and 4/4 for 1948, 29 June 1948, this headquarters, subject: "Surveillance of Japanese Tax Administration," are rescinded.

BY COMMAND OF MAJOR GENERAL RYDER:

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:

CHAZAL
G-1

2 Incls.
1. Summary of Revised Tax Laws of July 1948
2. Supplemental Information Relative to Japanese Tax Collections

(MG-F)

DISTRIBUTION: "X" plus

I Corps	50
IX Corps	50
BCOF	20
Each MG Team and Region	8
MG Section	60

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SUMMARY OF TAX REVISION LAWS OF JULY 1948

The Japanese Diet enacted significant amendments to the existing taxation laws in early July 1948. The salient features of the new tax legislation included revised personal income and corporation tax rates, increased specific duties on liquor, beer, sake, sugar and other commodities, transfer of the Admission Tax from the national government to the various local governments, and the adoption of a 1% sales-transactions tax. Based upon the revised tax provisions, the 1948-49 Japanese Government General Account Budget lists a total tax revenue estimate of 267,704 million yen, an amount almost twice that of the 135,394 million yen estimate budgeted for the fiscal year 1947-48.

A. Breakdown of Tax Revenue Estimates Budgeted for Fiscal Year 1948-49:

		(million of Yen)
Income Tax		
Withheld at Source	38,094	146,371
Self-assessed	108,277	
*Increased Income Tax		500
Corporation Tax		13,000
Estate and Gift Tax		1,250
*Non-War Sufferers Tax		887
Liquor, beer, sake Tax		45,776
Soft Drink Tax		1,647
Sugar Tax		362
Textile Excise		8,060
Commodity Tax		17,508
Sales-Transactions Tax		21,400
Travelling Tax		2,389
Admission Tax		3,035
Security Transfer Tax		241
Pari-Mutuel Tax		186
Customs and Tonnage Duties		48
Stamp Tax		4,990
Special Corporation Tax		54
Grand Total		267,704

*Note- Delinquent tax assessed during fiscal year 1947-48.

B. Revised Personal Income Tax Provisions

1. Basic Tax rates:

Taxable Incomes in Yen Per Annum	Tax Rate on Each Successive Bracket
0 - 20,000	20%
20,001 - 40,000	25

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40,001 -	70,000	30%
70,001 -	100,000	35
100,001 -	150,000	40
150,001 -	200,000	45
200,001 -	250,000	50
250,001 -	300,000	55
300,001 -	500,000	60
500,001 -	700,000	65
700,001 -	1,000,000	70
1,000,001 -	2,000,000	75
2,000,001 -	5,000,000	80
Over -	5,000,000*	85

*Note.-The maximum effective tax is limited to 80% of taxable income.

2. The tax liability may be computed by reference to a tax table, at the option of the taxpayer, where gross adjusted incomes do not exceed 220,000 yen.

3. Deductions for earned incomes:

	For the Calendar Year 1948 Only	Effective 1 Jan 1949
Deduction allowed on the first 50,000 yen of earned income for the year	25%	25%
Deduction allowed on the next 100,000 yen of earned income for the year	13.54%	25%

4. Basic Deductions:

	For the Calendar Year 1948 Only	Effective 1 Jan 1949
Per taxpayer	10,325 yen	15,000 yen

5. Credit Against Tax:

	For the Calendar Year 1948 Only	Effective 1 Jan 1949
Per dependent of taxpayer	1,195 yen	1,800 yen

6. Other deductions against taxable income: Incomes derived from forestry, retirement annuities and capital gains are taxable on only 50% of their amount. Effective 15 June 1948, dividend income is taxable on 85% of the amount of such income.

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7. Special tax rates: The withholding rates on all dividend, interest, and retirement annuity payments is 20%, for both the corporate and non-corporate payers.

8. Payment of Tax:

a. Withholding at Source: Recipients of salaries, wages, dividends, interest and retirement annuities have a portion of their tax liabilities withheld at source. Withholding on salaries and wages is accomplished by the employer on the basis of monthly, weekly and other periodic withholding tables, which are provided for by the Government. As in the United States, the withheld portion will vary with the number of taxpayer's dependents. Unlike the United States, the year-end adjustment of over or under-withholding is accomplished by the employer rather than by the employee. The employer is furnished with a year-end withholding adjustment table. If the individual employee was due a refund for over-withholding, the refund is accomplished by a reduction of future withholding. If the employee owed additional amounts, the employer will withhold the necessary amount in the next withholding period. Note that <u>all</u> compensation, including overtime and bonus payments, is subject to withholding.

b. Self-Assessed and Advanced Estimate Returns. As in the United States, recipients of income not subject to withholding are placed on a "pay-as-you-go" basis through the medium of quarterly advanced estimates of income tax liability and quarterly installment payments thereon. All individuals anticipating annual incomes in excess of the basic exemption of 10,325 yen for 1948 (15,000 yen for 1949) which are not withheld at source are required to file provisional advanced returns by the last day of May, July, October and January (of the year following the taxable year), and are required to pay the computed tax liability in four equal installments. The last return--due by 31 January of the year following the taxable year--serves also as the final return. Farmers are exempted from the advanced estimate return provisions if they can show that more than 70% of their annual income is derived from farming. (Note.-Due to the delay in the passage of the revised tax statutes, there are only three provisional advanced returns due for the year 1948. The first 1948 estimate of annual income is due by 31 July 1948, the second by 31 October, and the last and final return, by 31 January 1949.)

9. Penalty provisions. Where a final return is not filed by 31 January, an additional penalty tax of 25% of the amount of tax computed is levied. In addition, an interest penalty of 10 sen per 100 yen per diem (36.5% per annum) is assessed on all delayed payments. The penalty for tax evasion or fraud is imprisonment up to 3 years, a fine of 5 times the amount of tax evaded, or both. The penalty for tax misdemeanors is up to one year imprisonment, up to a fine of 200,000 yen, or both.

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C. Revised Corporation Tax Provisions.

10. The tax rate on normal income remains the same (35%) for domestic corporations. The normal net income tax rate applicable to foreign corporations was reduced from 45% to 35%. The 0.5% tax on capital stock was abolished. Excess profits tax rates were reduced as follows:

On annual profits exceeding 30% of invested capital: 10%
(formerly 10% on profits exceeding 10% of invested capital);

On annual profits exceeding 50% of invested capital: 15%
(formerly 20% on profits exceeding 20% of invested capital); and

On annual profits exceeding 100% of invested capital: 20%
(formerly 30% on profits exceeding 30% of invested capital).

D. The Sales-Transactions Tax.

11. This is a newly enacted tax. The tax rate is 1% of the value of all taxable transactions at all levels of distribution (manufacturing, wholesaling, and retailing). The tax is payable by the vendor in general.

12. Practically every line of business is subject to this tax, unless it is explicitly excluded. Examples of taxable businesses are: commodity sales, service sales, banking, trust and insurance businesses, money lending, pawn brokerage, transportation, electricity and gas, photography, warehousing, printing and publishing, advertising, amusements, mining etc. The only tax exempt transactions provided for by law are: Sales of government bulletins, stamps, government monopoly items, texts of primary and middle schools, sales of staple foods, vegetables, marine products, miso, shoyu, milk, edible oils, powdered milk, charcoal, firewood, pickles and the production and sale of goods which are subsidized by the Government. Also exempt are agricultural, forestry, livestock, dairy and marine products grown, raised or acquired by the vendor himself.

13. Payment of Sales-Transactions Tax.

a. Where the taxable transaction is 50 yen or more: The vendor is required to turn over a stamp to the purchaser equivalent in amount to the transaction tax (1%). In turning over the stamp, the vendor is required to cancel the stamp in the presence of the purchaser by affixing a cancellation mark or signature upon the stamp. Stamps are obtained initially by the vendor by pre-purchase from post offices, and range in amount from 50 sen to 10,000 yen. Vendors are in addition required to report to tax offices the amount of taxable transactions quarterly. (Such declarations are due by the 10th of March, June, September and December.)

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b. Where the taxable transaction is less than 50 yen: The vendor is required to maintain an accurate record of his transactions under 50 yen, and to declare the aggregate amount of such transactions for each quarter, and to pay 1% of that amount in cash to the tax office at the time of such declaration. Returns for the quarters ending on the last day of February, May, August and November are due by the 10th of March, June, September and December, respectively.

c. Where banking, trust, insurance, electricity, gas, radio, broadcasting, railway, tram, shipping, publication, vaudeville, amusement and sightseeing business transactions are involved, stamps are not utilized. In such cases the trader or vendor is required to file a declaration of his aggregate taxable transactions for each month on the 10th of the following month, and to pay 1% of such declared transactions in cash.

14. Rebate provisions: In order to insure and facilitate enforcement of the tax, certain organizations may obtain cash rebates in presenting cancelled stamps in bulk quantities to post offices or tax offices. Organizations of school children or students of primary, middle, high, or college schools, and of members of charitable institutions may collect cancelled stamps from other members of the community and present such stamps for rebates. Rebates are 5% of the face value of cancelled stamps up to 1 yen in denomination, 3% for stamps over 1 yen but not more than 20 yen in face value, and 2% for stamps exceeding 20 yen in face value.

E. Other Major Tax Amendments

15. The 150% ad valorem Admission Tax (on theater, ball park, race track, and other amusements), hitherto collected by the national government, was transferred to the local governments effective 1 August 1948. The estimate of 3,035 million yen of revenue included in the national government general account budget for fiscal year 1948-49 represents only the receipts from admissions from 1 April through 31 July 1948.

16. The Special Corporation Tax (applicable to cooperative organizations and quasi-public organizations) was abolished effective 1 July 1948. The budget estimate of 54 million yen represents tax liabilities through 30 June 1948.

17. The Travelling Tax, hitherto a specific duty on rail passenger transportation, was changed to an ad valorem levy. The basic rate is 5% of the transportation charge.

18. The Commodity Tax was revised somewhat. Approximately 20 groups of commodities were shifted from a higher to a lower tax rate bracket. (Approximately 95 commodity groups are distributed among five tax brackets, ranging from 20% to 100% ad valorem on manufacturers' prices; luxury type commodities, such as jewelry, cameras, etc., are taxable at 100%, while more essential goods, such as shoes, clothing, etc., are taxed at 20%.)

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SUPPLEMENTAL INFORMATION RELATIVE TO JAPANESE TAX COLLECTIONS

1. Japanese Taxes As Applied to Non-Japanese Nationals.

a. Basic policy affecting Japanese civil jurisdiction over non-Japanese nationals is to be found in SCAPIN 777, 26 February 1946, subject: "Exercise of Civil Jurisdiction," and SCAPIN 4938-A, 29 November 1947, subject: "Applicability of Taxes to Non-Japanese Nationals."

b. SCAPIN 777 provides that Japanese courts will exercise no civil jurisdiction over United Nations nationals attached to the Occupation Forces. Negatively, SCAPIN 777 implies that Japanese courts may exercise jurisdiction in civil matters over United Nations nationals and other non-Japanese nationals not directly attached to the Occupation Forces. The only restriction affecting Japanese civil jurisdiction over non-Japanese nationals not attached to the Occupation Forces, is that Japanese court decisions affecting United Nations nationals are subject to review by the Supreme Commander for the Allied Powers.

c. "Civil jurisdiction" as used in SCAPIN 777 includes court action of other than a criminal nature arising from non-payment of taxes or other infractions of Japanese tax laws.

d. SCAPIN 4938-A provides for the applicability of Japanese taxation to all non-Japanese nationals not specifically exempted under the provisions of paragraph 3 of subject SCAPIN. Exemptions under paragraph 3 of SCAPIN 4938-A affect:

(1) Military and civilian personnel attached to the Occupation Forces.

(2) Accredited personnel of foreign diplomatic missions.

(3) Delegations and other official representation attached to the Supreme Commander for the Allied Powers.

(4) Incomes lawfully received in non-yen currencies (includes business organizations licensed by the Supreme Commander for the Allied Powers to do business in Japan in dollars, pounds, guilders, francs and other non-yen currencies).

e. Any exemption from taxation of United Nations or other non-Japanese nationals is provided for specifically in the body of the particular tax law. For example, complete exemption has been provided for United Nations nationals in the Capital Levy Tax Law and the Non-War Sufferers Special Tax Law. Partial exemption has been granted to such nationals in the War Indemnity Special Tax Law.

f. Koreans are to be treated for tax purposes in exactly the same manner as Japanese nationals.

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g. All yen incomes in Japan are taxable.

2. Priority of Claims for Taxes Due in the Liquidation of Assets of Closed Institutions.

a. Taxes due before and after closure are paid as claims and have first priority on the assets of the closed institutions. Where the payment is partial or in full, it is applied against the total tax claim and not against the amount due before or after closure.

b. The general policy is to make tax payments as soon as possible after tax officials and the liquidator reach agreement on the proper amount of payment.

c. Taxes are not ordinarily paid as liquidation expenses.

d. Liquidation expenses are not regarded as claims, however under Japanese law, as well as commercial and civil codes of other countries, the liquidator is permitted to pay expenses of liquidation before allocation of proceeds of liquidation to creditors. Taxation claims have first priority on remaining assets after payment of the liquidation expenses.

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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

GENERAL ORDERS
NUMBER 49

7 August 1948

REORGANIZATION OF BULK AUTHORIZATION UNITS

1. Pursuant to authority contained in letter General Headquarters, Far East Command, AG 320.2 (30 Jun 1948) GC-TC, 29 July 1948, subject: "Tables of Distribution for Eighth Army," the following listed bulk authorization units are reorganized as indicated effective 30 June 1948:

a. The Headquarters and Headquarters Detachment, Kinki Military Government Region is reorganized at Kyoto, Honshu, Japan under Column 8 of T/D 301-1225, 30 June 1948, at a strength of 15 officers, 1 warrant officer, 31 enlisted men, aggregate 47.

b. The Fukui Military Government Team is reorganized at Fukui, Honshu, Japan under Column 28 of T/D 301-1225, 30 June 1948, at a strength of 6 officers, 26 enlisted men, aggregate 32.

c. The Shiga Military Government Team is reorganized at Otsu, Honshu, Japan under Column 26 of T/D 301-1225, 30 June 1948, at a strength of 6 officers, 23 enlisted men, aggregate 29.

d. The Nara Military Government Team is reorganized at Nara, Honshu, Japan under Column 26 of T/D 301-1225, 30 June 1948, at a strength of 6 officers, 23 enlisted men, aggregate 29.

e. The Wakayama Military Government Team is reorganized at Wakayama, Honshu, Japan under Column 28 of T/D 301-1225, 30 June 1948, at a strength of 6 officers, 26 enlisted men, aggregate 32.

f. The Kyoto Military Government Team is reorganized at Kyoto, Honshu, Japan under Column 22 of T/D 301-1225, 30 June 1948, at a strength of 7 officers, 26 enlisted men, aggregate 33.

g. The Osaka Military Government Team is reorganized at Osaka, Honshu, Japan under Column 15 of T/D 301-1225, 30 June 1948, at a strength of 10 officers, 32 enlisted men, aggregate 42.

h. The Hyogo Military Government Team is reorganized at Kobe, Honshu, Japan, under Column 19 of T/D 301-1225, 30 June 1948, at a strength of 7 officers, 33 enlisted men aggregate 40.

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RESTRICTED

2. The commanders concerned will take the necessary action to effect the reorganizations directed herein.

3. Personnel.

No personnel will be reduced in grade as a result of this action. Personnel rendered excess by this reorganization will be absorbed by attrition.

4. Records.

Using 30 June 1948 as date of reorganization, an entry will be made in the "Record of Events" Section in the unit morning report in accordance with paragraph 33b, AR 345-400, 18 April 1947.

5. This headquarters will be notified by letter upon the completion of action indicated above.

BY COMMAND OF MAJOR GENERAL RYDER:

OFFICIAL:

M. B. HALSEY
Major General, GSC
Chief of Staff

J. W. DONNELL
Colonel, AGD
Adjutant General

DISTRIBUTION:

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5 - DA, TAG (Attn: AGAO-I)
10 - CinCFE
3 - CinCFE, Attn: Strength Accounting Branch
3 - Director, Audit Agency FEC Yokohama Regional Office APO 503
10 - CG, I Corps
2 - CG, IX Corps
2 - CG, 25th Inf Div
2 - CG, Kobe Base
2 - CG, Yokohama Command
1 - CO, Tokyo Quartermaster Depot
10 - CO, Kinki Military Government Region
10 - CO, Fukui Military Government Team
10 - CO, Shiga Military Government Team
10 - CO, Nara Military Government Team
10 - CO, Wakayama Military Government Team
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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

(OPERATIONAL DIRECTIVE NUMBER 41) 2 July 1948

JAPANESE VISITATION TO AMERICAN SCHOOLS IN JAPAN

1. Reference, paragraph 4 e, Circular 95, Department of the Army, 6 April 1948, subject:. "Education of Dependents" which states:

"In instances where service-operated schools are established, the quality of instruction, administration, physical plant, health, recreational features, and extra-curricula activities will be such that service-operated schools may be regarded by the United States Government as model American schools for demonstration purposes."

2. It is desired that Japanese educators be given an opportunity to visit American schools (schools for dependent children of Occupation Force personnel operated by the Occupation Forces) on a basis which will not seriously interfere with the operation of the American schools.

3. In each applicable prefecture, the military government team will, in consultation with the principal, determine whether or not each American school is suitable for demonstration purposes and is prepared to receive Japanese visitors. Appropriate recommendations will then be made to the unit commander (commander of the Occupation Force unit responsible for the operation of the American school).

4. If, in the opinion of the unit commander, the school is prepared to receive Japanese visitors, the military government team, in consultation with the principal of the school, will devise a program of visitations by Japanese educators. The plan will be submitted to the unit commander for approval.

5. It is suggested that the visits of Japanese educators be arranged according to the following plan:

a. Visits be limited to not more than two per month.

b. Visits be limited to two hours duration.

c. Visiting groups be limited to a number determined by the principal of the American school.

(2-9105
2-9115)

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d. Visitors be representatives of educational groups selected from all parts of the prefectures on the basis of grade, subject, activity, et cetera.

e. Visits be arranged by the military government team in cooperation with the education department of the Japanese prefectural government.

f. Visiting groups be responsible for their own transportation.

g. Interpreters be furnished by the military government team.

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

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J. A. LESTER
Major General, GSC
Chief of Staff

(MGCE)

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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)

NUMBER 30) 20 April 1948

APR 22

SURVEY OF JAPANESE ELEMENTARY AND SECONDARY SCHOOLS REGARDING ROMAJI EDUCATION

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1. The Ministry of Education, Japanese Government, has planned an optional, experimental program of Romaji (romanization of Japanese characters) education in public elementary and secondary schools during the year 1948-49. Appropriate textbooks in both the Kunreishiki and Hepburn styles of romanization have been prepared. These textbooks will be printed and distributed by the Ministry of Education according to the preference of each elementary and secondary school which desires to participate in the program.

2. It is desired that the distribution of textbooks in the Kunreishiki and Hepburn systems be based on a survey which represents the expressed preference of individual schools. It is desired that no attempt be made by occupation officials or by national or prefectural Japanese government officials to influence the decisions of the schools.

3. The survey will be conducted by the Japanese office of education in each prefecture under the guidance of the prefectural military government team.

4. Questionnaire 1 (Incl 1) will be completed by ~~each~~ public elementary and lower secondary school. Answers to questionnaire 1 will be compiled in the prefectural office of education, according to 'Gun', and reported on Questionnaire 2 (Incl 2) to the prefectural military government team. Questionnaire 2 will be prepared separately for elementary schools and for lower secondary schools.

5. Questionnaire 1 may be retained in the files of the prefectural office of education. English translations of Questionnaire 2 will be forwarded, through channels, to this headquarters by 1 June 1948.

Import

1 June deadline

See Folder 14 (Curriculum: Languages)
in Drawer 2 for results of survey

17

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6. Reports control symbol QCIE-(OT)-03 will apply.

BY COMMAND OF LIEUTENANT GENERAL MICHELBERGER:

J. A. LESTER
Major General, GSC
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(MG-CE)

2 Incls:
1. Questionnaire No. 1
2. Questionnaire No. 2

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Questionnaire #1

(To be answered by elementary and lower secondary schools.)

1. Was Romaji taught in the school year 1947-48? No _____

   Yes _____

2. If Romaji was taught in 1947-48, what style was used? Kunreishiki _____ (Or Nipponshiki)

   Hepburn _____

   Both _____

   Other _____

3. Supply the following information concerning the teaching of Romaji in 1947-48:

   Date from which begun..... _____

   Number of students taught..... _____

   Number of hours of class held in 1947-48..... _____

4. Is it intended to teach Romaji in the school year 1948-49?..... .... No _____

   Yes _____

5. If it is intended to teach, which style of Romaji is it desired to teach?..... Kureishiki _____

   Hepburn _____

   No preference _____

6. Supply the following information regarding plans for Romaji teaching in 1948-49.

   Number of students to be taught..... _____

   Number of classes..... _____

   Number of teachers..... _____

(Part 1 of Questionnaire #2)

QUESTIONNAIRE # 2

(To be compiled by Prefectural Education Departments on the basis of answers by each school to Questionnaire #1. Figures for Elementary schools should be compiled separately from those for lower secondary schools)

Name of Prefecture

	Question 1			Question 2 in 1947-48 taught				Question 3				Question 4	
	Total Number of schools answering	No. of No	No. of Yes	Kunreishiki (or Nipponshiki)	Hepburn	Both	Other	Earliest date begun	Latest date begun	No. of students taught	Average hrs per year	No. of No	No. of Yes
Gun name													
Gun name													
Gun name													
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Gun name													
Gun name													
Total for Ken													

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(Part 2 of Questionnaire #2)

	Questions #5 and #6 in 1948 - 49, wish to teach								
	Kunreishiki			Hepburn			No Preference		
	Students	Classes	Teachers	Students	Classes	Teachers	Students	Classes	Teachers
Gun name									
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Gun name									
Total for Ken									

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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General

OPERATIONAL DIRECTIVE)
)
NUMBER 28)

14 April 1948

DISPLAY OF NATIONAL FLAGS

1. The following policy has been established concerning the display of national flags:

a. Flags of Allied, neutral or non-enemy nations may be displayed by their respective nationals on any occasion without special permission. Permission must be obtained from local Occupation authorities only when such display is connected with parades, demonstrations, public meetings and similar affairs, and this permission will pertain to the parades rather than to the display of flags.

b. Memorandum to the Japanese Government, AG 322.1 (1 March 48)GA, SCAPIN 1367, subject: "Display of Japanese National Flag," permits the display of the Japanese national flag on the twelve (12) national holidays listed in the inclosure to the SCAPIN. Requests to display the Japanese flag on occasions other than these twelve holidays will be referred by the Japanese Government to the Supreme Commander for the Allied Powers for consideration.

c. The Japanese flag will on no occasion be flown in conjunction with Allied flags.

2. It is desired that the policy regarding the display of Allied, neutral and non-enemy flags and the policy regarding the display of the Japanese flag be disseminated to appropriate echelons of your command.

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

J. A. LESTER
Major General, GSC
Chief of Staff

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1 Incl:
1 - SCAPIN 1367, "Display of Japanese National Flag."

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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)

NUMBER 23)

1 April 1948

SERVICES OF JAPANESE NATIONALS AS TECHNICAL CONSULTANTS FOR FIELD EXAMINATIONS OF CULTURAL MATERIALS AND INSTALLATIONS

1. Reference.

Operational Directive 8, this headquarters, 23 January 1946, subject: "Report on Historical, Cultural and Religious Objects and Installations."

2. In order to continue the surveillance mission initiated by the reference cited above, it is desired that qualified Japanese nationals be employed as technical consultants by military government units in accordance with the following plan:

a. General.

(1) Purpose: To provide for accurate and adequate information concerning the protection, preservation and educational use of cultural sites, structures and collections in Japan.

(2) Areas of responsibility and the number of consultants for each is as follows:

I Corps (to be employed by Kinki Region)	2
IX Corps (to be employed by Tohoku Region)	1
Tokyo and Kanagawa Military Government Teams (to be employed by Tokyo Team)	1
Chugoku Military Government Region	1
Shikoku Military Government Region	1

b. Plan of employment.

(1) The Religions and Cultural Resources Division, CI&E Section, General Headquarters, Supreme Commander for the Allied Powers, will interview prospective Japanese national candidates.

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(2) Candidates who meet the requirements of the Religions and Cultural Resources Division will be furnished with official credentials and sent to the respective military government units.

(3) Employment as technical consultants will be made by military government units in accordance with regular employment procedures for Japanese nationals.

c. Technical consultants are charged with the following functions:

(1) Maintain liaison between military government echelons and the civil administration of cultural sites and objects.

(2) Keep informed as to the state of preservation, protection and availability for educational use of all important sites and objects within the areas to which assigned.

(3) Render regular reports to military government echelons at quarterly intervals showing the state of protection and preservation and indicating any existing risks to preservation of important cultural sites and objects.

(4) Report immediately to military government echelons any damage or depredation to listed sites and objects.

(5) Report immediately any discovery of important sites and objects or stores of objects or materials.

(6) Carry out special inspections as required and institute any search directed.

d. The commanding officer of the military government unit administering the area to which subject personnel is assigned will:

(1) Direct the activities of subject personnel in carrying out the functions contained in paragraph 2c above.

(2) Facilitate the work of subject personnel to the extent consistent with the discharge of other occupational responsibilities.

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(3) Upon receipt of reports that cultural sites and objects are in danger of damage or deterioration from weather or other causes, require the prefectural authorities to make such emergency repairs as will correct the conditions reported.

(4) Forward to this headquarters the information contained in reports of subject personnel.

3. Instructions contained in letter, this headquarters, AG 230.145 (MG), 13 August 1946, subject as above, are rescinded.

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

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Major General, GSC
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OPERATIONAL DIRECTIVE)
)
NUMBER 71/1 for 1947)

9 March 1948

MILITARY GOVERNMENT OPERATIONAL REPORTS

1. Operational Directive 71, this headquarters, 10 December 1947, subject as above, is amended as follows:

a. Paragraph 3d (1) (a) to read:

"(a) Discuss trends in public assistance granted during last calendar month for which final figures have been compiled (specify month covered). Forward under separate cover one copy of the report required from the Japanese by the Welfare Section to this headquarters, attention: Military Government Section (Welfare Division)."

b. To delete paragraph 3d (5).

c. Paragraph 3d (8) to read:

"(8) Other important public and private welfare matters such as Social Insurance, In-service-training, Community Organization."

d. Paragraph 3e to read:

"e. Annex C Labor Surveillance Report (Reports Control Symbol GESS-02 (R)). Submit in accordance with Inclosure 1."

e. Paragraph 3g to read:

"g. Annex E-1 Civil Education Activities (Reports Control Symbol ME 12). Report pertinent factual information concerning work accomplished and degree of success or failure in the activities listed below."

(1) Education (reference Operational Directive 19, this headquarters, 26 February 1947, subject: "Civil Education Program.)

(2) Religion.

(3) Other important civil education matters.

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Operational Directive 71/1, Hq Eighth Army, 9 Mar 48, cont'd.

f. To add paragraph 3h:

"h. Annex E-2, Civil Information Activities (Reports Control Symbol GCIE-02). Report in narrative form pertinent factual information concerning work accomplished and degree of success or failure in civil information activities (Reference paragraph 7b, c, d, e, f, g and h, Operational Directive 57, this headquarters, 16 August 1947, subject: "Civil Informational Activities")."

g. To change Reports Control Symbol in paragraph 5b, to read "GCIE-01 (RI)."

h. To delete paragraphs 5c and 5e.

2. Operational Directive 16, this headquarters, 10 February 1947, subject: "Labor Surveillance Report," is rescinded.

BY COMMAND OF LIEUTENANT GENERAL MICHELBERGER:

OFFICIAL:

/s/ Burgess
/t/ BURGESS
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(MG-X)
1 Incl:
1 - Labor Surveillance Report (Revised)

J. A. LESTER
Major General, GSC
Chief of Staff

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ANNEX 6

LABOR SURVEILLANCE REPORT

Reports Control Symbol QSSS-02 (R)

1. Identification

a. Prefecture covered:

b. Report for month of:

c. Name of individual preparing report:

2. Labor Procurement

To what extent are labor requisitions complied with by the Japanese? State special difficulties, if any.

3. Wages and Working Conditions Labor Standards Law

Progress being made in enforcement of Labor Standards Law, indicating:

a. Administrative delays, i.e. personnal, budget, physical facilities, etc.

b. Efficiency of staff of Labor Standards Offices.

c. Attitude of employers.

d. Cooperation of unions in enforcement.

e. Other information relating to enforcement and results.

f. Adverse working conditions, i.e. forced labor, child labor, safety and sanitation, etc.

g. Complaints from workers.

4. Labor Relations

a. Report labor realtions cases where action by Occupation Force was taken. Explain curcumstances fully.

Incl 1 to GD 71/1, Hq Eighth Army, 9 March 1948
(Incl 2 to GD 71, Hq Eighth Army, 10 Dec 47)

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b. Report any action or decision of following with regard to labor disputes, labor unions or labor relations situations:

(1) Japanese Police

(2) Japanese Procurators

(3) Japanese Courts

c. Report complaints or allegations of:

(1) Employer domination or influence in labor union activity.

(2) Discrimination against employees for labor union activity.

d. Report proceedings and actions of Prefectural Labor Relations Committees or Prefectural Governments with respect to sub-paragraph 4 c above.

e. Report instances of conciliation, mediation or arbitration of labor disputes by labor relations committees.

f. Report changes of personnel with background of new members or changes in methods of elections of members of the labor relations committee or the method of appointment of the panel of conciliators.

g. Report change of Executive Secretary or personnel in the offices of the labor relations committee with personal history of new employees or changes in the budgetary allotments for the work of the committee either from the national or prefectural budget.

h. Report improvement in types of labor agreements signed with specific reference to detailed statements of rights and duties of management and labor, grievance machinery, an impartial umpire and inclusion of a "peace clause".

i. Report improvements in the types of trade union constitutions and by-laws with specific reference to democracy within the trade union, monthly meetings, regular secret direct selections for the officers of the unions and delegates to regional or national bodies, unions trial procedure and financial statements.

j. Report changes in the leadership of the local, prefectural and regional labor organizations in your area, with background of the new leaders with specific reference to their political philosophies, together with your evaluation of the effect such changes will have on the general labor relations picture in your locality.

Incl 1 to OD 71/1, Hq Eighth Army, 9 March 1948
(Incl 2 to OD 71, Hq Eighth Army, 10 Dec 47)

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5. Employment

a. Is unemployment being absorbed by the following:

(1) New developments in private industry.

(2) Public Works.

(3) Vocational training.

(4) Other

b. Has repatriation, immigration or any industrial readjustment increased unemployment significantly in the period covered by this report?

6. Labor Education

a. Lectures on labor topics sponsored by unions, employer associations, prefectural government, Labor Relations Committee and political parties.

b. Instances of demand for a permanent labor school.

c. Demand compared to supply of labor books and pamphlets in union offices, prefectural libraries and CI&E reading rooms.

d. Types of information currently most needed.

e. Activities of MG Officers in labor education.

7. General observations.

8. Recommendations.

Incl 1 to GD 71/1, Hq Eighth Army, 9 March 1948
(Incl 2 to GD 71, Hq Eighth Army, 10 Dec 47)

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HEADQUARTERS EIGHTH ARMY
United States Army
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OPERATIONAL DIRECTIVE)
) 25 Bebruary 1948
NUMBER 75/3 for 1946)

COLLECTION, CLASSIFICATION AND DISPOSITION OF JAPANESE SWORDS AND FIREARMS

Operational Directive 75, this headquarters, 25 August 1946, subject as above, is amended by adding to paragraph 5,

"5. Authority has been granted to the Japanese Government to accept until 1 June 1948, applications for registration of swords and firearms for which, for unavoidable reasons, applications for appraisal and registration have not yet been made by the owners. Authority has also been granted for the transfer of ownership and registration of exempted swords and firearms, to permit sale, gift, exchanging or inheritance of such articles."

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

OFFICIAL:

J. A. LESTER
Major General, GSC
Chief of Staff

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United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE
NUMBER 75/2 for 1946

April 1947

COLLECTION, CLASSIFICATION AND DISPOSITION
OF JAPANESE SWORDS AND FIREARMS

Paragraph 1a of Inclosure 4 to Operational Directive 75, 25 August 1946, is rescinded and the following substituted therefor:

"1. The following instructions supplement shose issued by this headquarters in a radio-gram to the Imperial Japanese Government, subject as above, 24 September 1945:

a. The Imperial Japanese Government shall surrender all firearms, swords, bayonets, daggers and other weapons, ammunition, explosives and components thereof collected from the civilian population to U.S. Army representatives in accordance with instructions issued by the Commanding General, Eighth Army, and the Commander, Naval Forces, Far East.

(1) The following exceptions will be allowed:
(a) Firearms and knives required for hunting purposes, and swords considered objects of art.
(b) Explosives required by legitimate business of industrial organizations.
(c) Firearms of the match-lock type considered antiques and objects of art.

(2) Individual licenses and permits covering the above exceptions will be issued by the Imperial Japanese Government and reported monthly,

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

by list, to this headquarters, the Commanding General, Eighth Army, the Commander, Naval Forces, Far East, or other appropriate Occupation Force commanders.

(3) Individuals and organizations duly licensed to retain and use firearms and explosives, or components thereof, shall comply with such instructions as may be issued by the appropriate Occupation Force commander in the area."

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

CLOVIS E. BYERS
Major General, GSC
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United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)
NUMBER 75/1) 9 October 1946

COLLECTION, CLASSIFICATION, AND DISPOSITION OF JAPANESE SWORDS AND FIREARMS

Inclosure number 7 "List of Approved Inspectors" to Operational Directive No. 75, this headquarters, 25 August 1946, subject as above, is rescinded and the attached revised list dated 1 October 1946 substituted therefor.

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

CLOVIS E. BYERS
Major General, GSC
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7-list of Approved Inspectors

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REVISED INCL 7 to O/D No. 75, Hq Eighth Army, 1 October 1946.

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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)
) 25 August 1946
NUMBER 75)

Collection, Classification and Disposition of Japanese Swords and Firearms

1. References:

a. SCAP Radio, Cite ZAX 5207, dated 9 September 1945, subject "Retention of Swords by Japanese". (Incl. #1).

b. SCAP Radio, Cite ZAX 5981, dated 24 September 1945, subject,"Retention of Weapons by Japanese" (Incl 2).

c. Letter, Headquarters Eighth Army, AG 474 (MG), dated 4 October 1945, subject, "Permits for Hunting Guns," (Incl 3) with Eighth Army Radio, Cite DX 71904 DE, dated 4 October 1945 as Appendix A to Inclosure #3.

d. SCAP Memorandum for the Imperial Japanese Government, subject, "Instructions Concerning the Surrender of Arms by the Civilian Population of Japan," AG 388.3 (23 Oct 45) c/s (SCAPIN -181), dated 23 October 1945. (Incl. #4).

e. SCAP Memorandum for the Imperial Japanese Government, subject, "Retention of Swords Classified as Objects of Art in Civilian Hands", AG 386.3 (10 Jan 46) c/s (SCAPIN 574), dated 10 January 1946, (Incl. 5)

f. Japanese Imperial Ordinance No.300. dated 15 June 1946, subject, "Imperial Ordinance Prohibiting Possession of Firearms and Other Weapons," (Incl. #6, with Art. 2, Ministry of Home Affairs Ordinance #28 as Appendix A).

2. The following instructions cover the collection, classification and disposition of all captured or surrendered Japanese Samurai or other type swords and/or firearms.

3. The collection and/or confiscation of swords and firearms from Japanese individuals is a function of the Japanese civil police as directed by the Imperial Japanese Government (See Incl #2). Prefectural military government teams will supervise this work within the area of their responsibility. Tactical troops formerly charged with the responsibility of such collections are hereby relieved of that mission and stocks of swords now in the custody of tactical troops will be turned over to the Japanese civil police. Receipts will be obtained in duplicate; one (1) copy will be forwarded to the local military government unit. When requested to do so, the local military government unit will furnish necessary liaison between the tactical troops and the Japanese government. If the Japanese are found to possess illegal swords or firearms, the Japanese police will be notified immediately. The occupation forces will not physically disarm any Japanese unless lives are endangered.

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

4. The Imperial Japanese Government will furnish a committee of expert sword appraisers who will inspect and classify all swords now in custody and to be surrendered. Operating under the policies set forth by the Supreme Commander for the Allied Powers (references 1a, 1b, 1c, and 1e above) this committee will select all swords of categories exempted by these policies and return them to their owners. The initiation of the inspection will be the responsibility of the local prefectural government which will contact the Home Ministry regarding the date on which the inspection will begin. The local military government units will exercise necessary surveillance to assure that no unnecessary dalays are occasioned.

5. Each exempted sword and hunting gun will be accompanied by a certificate (Appendix A to reference if above) authorizing the owner to retain the weapon, the certificate being written in Japanese and English. These certificates will be made out in duplicate; the original to be given to the owner of the weapon, the duplicate to be placed on file with the prefectural government. A register will be kept by the prefectural authorities showing the certificate serial number and will be subject to inspection at any time. Military government units will report to this headquarters when the survey is completed within the area of their responsibility and the total number of swords and hunting guns authorized to be retained.

6. Certificates formerly issued by other agencies and now in possession of individuals who have retained swords and/or hunting guns will be replaced by the new form certificate. It is a function of the prefectural police to notify holders of the old certificates to submit them for replacement. Reexamination of the right of possession of weapons now authorixed is not contemplated.

7. Swords remaining after the exempted swords have been returned and all firearms not authorized for retention will be shipped to the Tokyo Ordnance Supply Depot, Akabane Station, Tokyo for final disposition. The packing of these weapons and delivery to the appropriate US Army rail transportation office for rail shipment or to the Tokyo Ordnance Supply Depot by truck shipment is a responsibility of the Japanese civil police. Their work in this matter will be supervised and controlled by the local military government unit. Separate instructions for the disposing of this stock of swords and firearms will be furnished the Commanding Officer, Tokyo Ordnance Supply Depot.

8. Retention of hunting guns will be in accordance with authority granted by paragraph 2a, SCAP radio, cite ZAX 5981 (Incl 2) and letter, this headquarters, dated 8 November 1945, AG 474 (MG), subject: "Permit for Hunting Guns." (Incl 3).

9. Caches or stocks of Japanese government-issued swords and/or firearms discovered by tactical troops will be disposed of by shipping them to Tokyo Ordnance Supply Depot without having them appraised by the Japanese committee. Weapons other than government-issued weapons discovered by any unit will be reported to the local military government unit.

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

10. A list of approved sword experts as proposed by the Imperial Japanese Government who are to serve as inspectors is attached as Inclosure No. 7.

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

CLOVIS E. BYERS
Major General, GSC
Chief of Staff

OFFICIAL:

BURGESS
G-4

7 Incls:
1. SCAP Radio, Cite XAX 5207
2. SCAP Radio, Cite ZAX 5981
3. Ltr Hq 8th Army AG 474 (MG) dtd 4 Oct 1945, subject; "Permits for Hunting Guns"
   8th Army Radio Cite DX 71904 (DE) Appendix A
4. SCAP Memo dtd 23 Oct 1945 (SCAPIN - 181)
5. SCAP Memo dtd 10 Jan 1946 (SCAPIN - 574)
6. Imperial Ordinance No. 300
7. List of Approved Inspectors.

DISTRIBUTION: "A" plus "Z"
5 copies to each Mil Govt unit
10 copies to SCAP

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

C16F

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General

OPERATIONAL DIRECTIVE)
)
NUMBER 8)

3 February 1948

REMOVAL OF UNDESIRABLE JAPANESE OFFICIALS

1. Information has been received that military government units are experiencing difficulties in carrying out the objectives of the occupation, due to a lack of procedure for the prompt removal of corrupt or incompetent Japanese officials.

2. To remove such Japanese officials, the following procedure is established:

a. Recommendations for the removal of corrupt or incompetent officials will be sent through channels, with supporting evidence, to this headquarters, for transmission to the Supreme Commander for the Allied Powers.

b. Where removal from office is indicated, the Supreme Commander for the Allied Powers will take the action necessary.

3. It is desired that recommendations for removal of Japanese officials be carefully considered, and that maximum local corrective action be taken before such recommendations are forwarded.

4. The supporting evidence must be sufficient to establish beyond a reasonable doubt that the retention in office of the official concerned would be detrimental to the objectives of the occupation.

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

J A LESTER
Major General,
Chief of Staff

OFFICIAL:
Schanze
SCHANZE
G-1

DISTRIBUTION: "B" plus "Z" plus
SCAP 3
Each Mil Govt Team 6

39 14

INTER-OFFICE
C 1
Exec
Adj
GSC 1
Pub Health 1
Pub.Welf 1
Leg+Govt 1
Chief Clerk 1
Maizuru 1
Team
GSC
Action
Info
Your File
Read, Initial
Return for
File

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

CI&E Dir

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)
)
NUMBER 92/2 for 1946)

27 January 1948

Rescinded

INSPECTION OF JAPANESE EDUCATIONAL INSTITUTIONS

1. Inclosure 1 to Operational Directive 92, this headquarters, 6 December 1946, subject as above, is withdrawn and attached Inclosure 1 is substituted therefor.

2. The report symbol is changed from QCIE-01 to QCIE-01 (R1), "School Inspection Report." The method of submitting reports will remain the same.

BY COMMAND OF LIEUTENANT GENERAL EICHELBERGER:

OFFICIAL:

J. A. LESTER
Major General, GSC
Chief of Staff

SCHANZE
G-1

1 Incl:
School Inspection Report Form
(Inclosure 1 to OD 92, Hq Eighth Army, 6 Dec 46)

DISTRIBUTION:
"B" plus "X"
Two copies to each Mil Govt Unit

INTER-OFFICE
C.O.
Exec.
Adj.
Ecop.
C.I.+E.
Pub.Health
Pub.Welf.
Leg+Govt.
Chief Clerk
Maizuru
Team
File

Action
Info
Your File

Read. Initial
Return for

36 (13)

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

SCHOOL INSPECTION REPORT

REPORT CONTROL SYMBOL
QCIF-01(R1)

DATE _____

NAME OF SCHOOL _____ GRADE OF SCHOOL _____

LOCATION _____ PREFECTURE _____
(City, Town, or Village)

JURISDICTION _____
(National, Government, Prefecture, City-Town-Village, Private)

NAME OF PRINCIPAL _____ HEAD TEACHER _____

NAME OF INSPECTING OFFICER _____ UNIT _____

REASON FOR INSPECTION _____

PERSON RESPONSIBLE FOR INFORMATION _____

I. ADMINISTRATION AND REORGANIZATION

A. 1. Give title and date of issue of the last directive received from the Ministry of Education _____
Give date this directive was received _____

2. Does the administration of the school involve joint planning and discussion by the principal and the teachers? Indicate by placing checkmarks (V) in the appropriate spaces which of the following matters are discussed and planned by the school staff as a whole.

a. The objectives of the school _____
b. Organization of the curriculum, and class organization _____
c. School discipline _____
d. Classroom techniques; obtaining and using instructional aids. _____
e. Records kept by the teachers and reports made. _____
f. Community relationships. _____
g. Functions and duties of teachers. _____
h. Guidance and evaluation program of the school. _____

3. a. Is the principal concurrently principal of another school? _____
b. What other school? _____
c. How many days a week, on the average, is the principal on the job? _____

4. Indicate by making appropriate entries in the spaces provided below, the steps that have been taken to reorganize the school according to the 6-3-3 ladder, and the future plans for reorganization.

a. Type of school prior to 1 April 1947 (Kokumin gakko, kokumin kotoka, chugakko, koto jogakko, jitsugyo gakko, etc.) _____
b. Type of school at present (shogakko, new chugakko, new kotogakko.) _____
c. If no change has yet occurred, what does the school plan to become? (Shogakko, new chugakko, new kotogakko.) _____
d. What grades of the new school does it have? (1-6, 7-9, 10-12, 8-12, etc.) _____

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

SCHOOL _____ DATE _____

e. What grades are to be added? _____ When _____
f. What grades are to be deleted? _____ When _____
g. Number of teachers prior to 1 April 1947. _____
h. Number of teachers at present. _____
i. Number of teachers needed (figured on basis of 1.8 teachers per class of 50) _____
j. If a secondary school, give figures on enrollment, as indicated below:

	June 1946	June 1947	Anticipated June 1948
7th grade			
8th grade			
9th grade			
10th grade			
11th grade			
TOTAL			

k. Are plans being made for consolidation of towns and villages to support lower secondary schools? _____

5. On what date was the school last inspected by Japanese officials? _____

6. a. How many days a year is the school in session? _____
   b. How many hours a week is the school in session? _____
   c. How many minutes in length is the class period? _____

B. COMMENTS AND SUGGESTIONS:

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

SCHOOL _____ DATE _____

II. SCHOOL STAFF

A. 1. Number of teachers -

a. How many teachers are there on the staff?
Men _____ Women _____ Total _____
b. Part time teachers _____
Full-time teachers _____
TOTAL _____

2. What educational qualifications do the teachers possess? In the appropriate blanks below, list the number of teachers who have graduated from the type of institution specified, and the kinds of certificates they now hold:

Educational Experience		Kinds of Certificates	
a. University	_____	Primary	_____
b. Higher Normal School	_____	Higher Elementary	_____
c. Ordinary Normal School	_____	Youth School	_____
d. Youth Normal School	_____	Boys' Middle or Girls' High	_____
e. Women's College	_____	Vocational Sec. School	_____
f. Other Semmongakko	_____	Nurse Teacher	_____
g. Kotogakko (old type)	_____	New Lower Secondary	_____
h. Secondary (old type)	_____	New Upper Secondary	_____
i. Others	_____	Special War Time Certificate	_____
TOTAL	_____	TOTAL	_____

3. a. Does the school staff, including principal, hold regular meetings to discuss its own school problems? _____
b. What date was the last meeting? _____
c. What subject was discussed at the meeting? _____

4. a. How many groups of teachers have been formed to study specific professional problems? _____
b. How often do they meet? _____
c. List one important professional problem that the staff is attempting to solve now. _____

5. What are the most significant professional magazines received by members of the faculty? _____

6. a. Are the teachers utilizing the new textbook in Educational Psychology? _____
b. How many teachers have read this textbook? _____

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

SCHOOL _____ DATE _____

7. Do members of the faculty visit other schools or observe good teaching practices?
   a. How often? _____
   b. Is there a planned schedule for such visits? _____
   c. How many teachers have engaged in these visits during the last three months? _____
   d. Does the school maintain its own system of demonstration teaching so that visits can be returned? _____

8. a. How many teachers have attended Course of Study Conferences since 24 March 1947? _____
   b. Of those who have attended, how many are in special study groups organized for the purpose of further adapting the Course of Study to local conditions? _____
   c. How many of them have given demonstrations for other teachers? _____

9. How many teachers attended summer sessions or workshops in normal schools or other school s during 1947? _____

10. a. How many teachers have participated in radio programs designed for school use? _____
    b. List by subject two programs heard by members of the staff recently, on Teachers' Hour or Pupils' Hour - _____

11. What are the members of the faculty doing to plan and carry out a better program in pupil guidance?
    a. How many teachers have started a cumulative record for each pupil? _____
    b. List the special guidance procedures they are using to get a better record of the pupils' all-around development: _____

12. Does the faculty have some means of exchanging information on new methods and practices? If so, check (V) which of the following forms it takes:
    a. A paper, or brochure for teachers within the school. _____
    b. Special teachers' bulletin board. _____
    c. A faculty meeting, or designated part of one for this sole purpose. _____

13. In the judgment of the inspecting officer, is there a real in-service teacher training program in the school? _____

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

SCHOOL _____ DATE _____

14. a. How many hours per week does each teacher teach, on the average? _____

b. How many pupils does each teacher, on the average, teach per week? _____

15. a. How many members of the staff belong to:

1) A teachers' union affiliated with the JTU? _____
2) A teachers' union not affiliated with the JTU? _____
3) A teachers' association affiliated with JEA? _____
4) A teachers' Association not affiliated with the JEA? _____

b. How many teachers devote full time to union activities? _____

How many teachers use some school time for union activities? _____

c. What, in the opinion of the principal, are the good and bad provisions of existing union-government contracts? _____

Good Points Bad Points

B. COMMENTS AND SUGGESTIONS:

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

SCHOOL DATE

III. PUPILS

A. 1. What is the present enrollment in the school?
Boys _____ Girls _____ Total _____

2. a. What percentage of pupil applicants was enrolled for the school year 1947-48? _____

b. Show the methods used in their selection by entering checkmarks (V) in the appropriate spaces -
1) Previous school record _____
2) Physical examination _____
3) Personal interview _____
4) Oral examination _____
5) Written examination _____
6) Intelligence test _____
7) Other method _____ _____

3. a. Do all 7th graders attend without paying tuition fees? _____

b. Are all pupils who should be enrolled in the 7th grade actually enrolled? _____

c. Is there a monthly tuition fee for pupils above the 7th grade? _____
If so, give the amount paid per month. _____

d. Is there a program for assisting worthy but indigent students to attend school? _____
How many such students are now enrolled? _____

4. What was the average daily attendance in percentage for the last month? _____

5. a. What is the average class size? _____
b. How many are enrolled in the largest class? _____
c. How many are enrolled in the smallest class? _____

6. Attach a sample copy of the pupil progress report submitted to parents. _____

7. a. Is there active student participation in school activities through a student government system? _____

b. Is this student government group similar in its organization and purposes to the old Students' Association? _____

c. Are officers of the student government elected by the student body? _____

B. COMMENTS AND SUGGESTIONS:

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

SCHOOL

DATE

IV. CURRICULUM AND TEXTBOOKS

A. 1. ~~Place checkmarks~~ (V) in the appropriate spaces to indicate the volumes of the 1947-48 teachers' Courses of Study which have been received by the school:

a. Social Studies (Elementary) _____
b. Social Studies (Secondary) _____
c. Mathematics _____
d. Language Arts _____
e. Science _____
f. Music _____
g. Art _____
h. Vocational Education (Agriculture) _____
i. English _____
j. General Volume _____
k. Physical Education _____
l. Home Economics _____

2. As a sampling, place in the appropriate spaces below the number of the indicated 1947-48 textbooks received and the number needed.

	Number Received	Additional Number Needed
a. General Social Studies, 7th grade, Unit I.		
b. Mathematics, grade 4.		
c. National language, grade 1		
d. English II, grade 8		
e. General Science, grade 6		
f. Physics		
g. Human Geography		
h. History of the West		
i. Japanese History, grade 9		
j. Music, grade 5		
k. Art, grade 7		
l. Home Economics, grade 10		
m. Vocational Guidance		
n. Primer of Democracy		
o. Story of the Constitution		

3. Do teachers encourage class discussion and wide participation by all members in the class work?

_____

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

SCHOOL _____ DATE _____

4. In general, do teachers encourage pupils to do some planning of their own study? _____

5. a. Where in the school program is there discussion of current events? _____
   b. In what class, and when were current events topics last discussed? What was the topic discussed? _____

6. Indicate by placing a checkmark (V) in the blank opposite the items listed below whether they are used in the teaching program:

   a. Radio _____ How many periods? (per week) _____ In what grades? _____
   b. Phonograph _____ How used? _____
   c. Lantern slides _____
   d. Kamishibai (Paper theater) _____
   e. Motion pictures _____
   f. Magazines (list two magazines used) _____ How often? _____
   g. Newspapers (list two newspapers used) _____

7. a. Does the school have a newspaper edited by the students? _____
   b. At what intervals is it published? _____
   c. What is its circulation? _____

B. COMMENTS AND SUGGESTIONS:

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

SCHOOL _____ DATE _____

V. PHYSICAL PLANT AND EQUIPMENT

A. Adequacy of Plant and Equipment -

1. a. How much more land is needed for:
   1) Playgrounds (give amounts in tsubo) _____
   2) School Farms _____
   3) Building Space _____
   b. Is the school having difficulty securing needed land under the provisions of the Land Reform Act? _____

2. List in the appropriate spaces the numbers of classrooms which the school now has and which it needs to carry out the reorganization program. In the case of a lower secondary school, this should be the number of additional classrooms needed to provide for the 7th, 8th and 9th grades on a compulsory basis. In the case of an upper secondary school, it should be the number of classrooms needed to provide for the anticipated enrollment in grades 10, 11 and 12.

	Existing Rooms	Additional Rooms needed
a. Ordinary classrooms		
b. Library		
c. Special music room		
d. Special art room		
e. Auditorium		
f. Gymnasium		
g. Health clinic		
h. Science laboratories		
i. Cooking laboratory		
j. Sewing rooms		
k. Metalwork shop		
l. Woodwork shop		
m. Agricultural shop and laboratory		
n. _____		
o. _____		

3. a. Is there a live electric power line to the school? _____
   b. Between what hours is power available? _____
   c. How many rooms can be used at night? _____

4. a. Is there an actively operating school library? _____
   b. How many volumes does it contain? _____
   c. How many items of the following catagories have been added to the library during the last year?
   1) Books _____
   2) Magazines _____
   3) Newspapers _____
   4) Pictures _____
   5) Phonograph Records _____
   6) Pamphlets _____
   7) Museum Articles _____

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

SCHOOL _____ DATE _____

d. What percentage of the students use the library each day on the average? _____
e. For how many hours each day is it open? _____
f. Can books be checked out for home use? _____
g. Is the library equipped with tables and chairs? _____
h. Are fees charged for books loaned to pupils? _____

5. What are the most critical items of equipment needed by the school? Under each of the categories below, list a few critical items:

a. Athletic equipment _____
_____
b. Laboratory equipment _____
_____
c. Classroom furniture _____
_____
d. Instructional equipment for ordinary classrooms _____
_____
e. Other equipment _____
_____

6. Indicate below the local sources of the following supplies and equipment, and the quantity received during the last six months:

Items	Sources	Quantities
a. Pupil's notebooks	_____	_____
b. Pencils	_____	_____
c. Baseballs	_____	_____
d. Glass for windows	_____	_____
e. Desks	_____	_____
f. Chairs	_____	_____

7. Do teachers and pupils attempt to improve their school plant and grounds? (Yes or No)

a. Constructing classroom furniture? _____
b. Constructing instructional equipment? _____
c. Landscaping the school ground with native plants and trees? _____
d. Improving the sanitation of the school? _____
e. Constructing lockers, shelves, bookcases? _____

8. Compared with other Japanese school buildings observed, is the physical condition of this school plant: excellent, very good, good, fair, poor, very poor? _____

9. a. How many classrooms are under construction now? _____
b. How many are being planned for during all of 1948? _____

B. COMMENTS AND SUGGESTIONS:

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

SCHOOL / DATE

VI. HEALTH AND SANITATION

A. 1. In the judgment of the inspecting officer, is the school adequately clean?
(If answer is "no", state whether condition is due to lack of cleaning facilities?) _____

2. Are the lavatory facilities adequate and sanitary? _____

3. What percentage of the students have been immunized against:

a. Smallpox _____
b. Diphtheria _____
c. Cholera _____
d. Typhoid _____
e. Paratyphoid _____
f. _____ _____

4. a. Is the school equipped to offer realistic health guidance and conduct an acceptable health program? Specifically, does it:

1) Maintain a health clinic? _____
2) Have a full-time physician and nurse? _____
3) Have a part-time physician and nurse? _____
4) Give physical exams to all of its pupils? _____
5) Have a policy and practice of attempting to correct defects discovered during the examinations? _____

b. 1) At what intervals are physical examinations given? _____
2) When was the last one given? _____
3) _____

c. Are physical examinations given by the school:
1) Complete physical examinations? _____
2) General physical examinations? _____
3) Height and weight checks only? _____
4) _____

d. Do the physical examinations given by the school include:
1) Chest X-Ray? _____
2) TB test? _____

5. a. Is there a school lunch program? _____
b. What percentage of the pupils are provided lunch? _____
c. How often is it served? _____
d. Of what does it usually consist? (Items of food)? _____

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

SCHOOL DATE

6. In what subject fields is instruction in personal and public hygiene and health provided?

a. Science courses	_____
b. Social studies courses	_____
c. Home economics courses	_____
d. Physical education courses	_____

7. a. What is the source of water supply for the school? _____

b. Give the date when it was last checked by a qualified health officer or laboratory. _____

B. COMMENTS AND SUGGESTIONS:

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

SCHOOL _____ DATE _____

VII. SCHOOL COMMUNITY RELATIONSHIPS

A. 1. Indicate by entering checkmarks (V) in the appropriate blanks, which of the following types of organizations exist in the school. Indicate in the appropriate space the frequency of the meetings of each group:

		Frequency of Meetings		
		Weekly	No. of times Monthly	No. of times Yearly
a.	Mothers' Club	_____	_____	_____
b.	Fathers' Club	_____	_____	_____
c.	Brothers' Club	_____	_____	_____
d.	School Supporting Association	_____	_____	_____
e.	Parents Association	_____	_____	_____
f.	New-type Parent-Teachers Association	_____	_____	_____
g.	_____	_____	_____	_____

2. After each of the functions listed below, indicate which of the above organizations perform them be entering the letter or letters which signifies the particular organization as listed above. (E.g., if the Mothers' Club provides financial support for the school, place an "a" in the space opposite that function. If the new-type Parent-Teachers Group also performs that function, place an "f" in the same space.)

a. Providing financial support for the school. _____
b. Studying the growth and development of children. _____
c. Attempting to solve community educational problems. _____
d. Discussing school problems and affairs. _____
e. Assisting needy children in attending school. _____
f. Co-ordinating home and school training. _____
g. Improving and beautifying the school buildings and school grounds. _____
h. Instituting a better health program. _____
i. Assisting in the school lunch program. _____
j. Taking care of the physically and mentally handicapped. _____
k. _____ _____

(Additional functions)

3. a. How are officers of the parent-teachers group selected, by election or appointment? If by appointment, by whom? _____
b. Is the present head of the association a teacher, principal, or parent? _____
c. What was main subject discussed at last meeting of the association? _____

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

SCHOOL _____ DATE _____

d. Are parents encouraged to visit the school? _____
e. How many parents have visited the school during the past three months? _____

4. For what purposes other than the regular classes for school children is the school plant used? (Check (V) appropriate spaces).

a. Playground and gymnasium activities by young people of the whole community who desire them. _____
b. Use of cooking laboratory by women of the community. _____
c. Use of agricultural laboratory by farmers. _____
d. Other adult education classes. _____
e. Part-time classes for working youth. _____
f. Community social affairs. _____
g. Public forum progress. _____
h. Citizens' Public Hall activities. _____
i. Use of school library by community. _____

5. a. Does the school curriculum include a study of actual current problems which exist in the community? _____
b. In what subject fields are these problems studied? _____

_____

c. List two community problems now being studied by the school. _____

_____

B. COMMENTS AND SUGGESTIONS:

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

DEC 12 1947

INTER-OFFICE
C.O. (1)
Exec. (1)
Adj. (1)
Econ. (1) G
C.I.+E. ✓
Pub.Health (1)
Pub.Welf. (1)
Leg+Gov. (1)
Chief Ci. (1)
Maizuru (1)
Team
File (2)
Labor (1)
Action
Info
Your File
Read. Initial +return for File

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

OPERATIONAL DIRECTIVE)
) 10 December 1947
NUMBER 71)

MILITARY GOVERNMENT OPERATIONAL REPORTS

1. This operational directive lists all the recurring military government operational reports required by this and higher headquarters. New reports which may be required by subsequent directives from this headquarters and changes in current requirements will be recorded in appropriate changes to this directive.

2. Monthly Military Government Activities Report (Reports Control Symbol MG-4).

a. Each prefectural, district and regional military government team will submit a military government activities report for each calendar month. The report will contain all information available, up to and including the last day of the month.

b. Reports will not be consolidated by successive higher echelons, but will be mailed by the reporting unit direct to this headquarters, in six copies, by prefectural and district teams, and two copies by regional teams, to arrive by the 15th of the following month. The reports of prefectural and district military government teams will consist of a basic letter (MG-4) and titled annexes listed below. The regional military government team reports will consist of a basic letter only.

c. This report will be carefully edited, giving special attention to the elimination of inconsequential and irrelevant material. Successive reports will reflect the progress of the team's general mission and will be clear, concise and brief. It is an informational report and therefore, should not repeat those things well known by everyone or covered by previous reports, but should contain only current, significant trends and facts. Recommendations and complaints on important specific problems will not be included in the report, but will be made the subject of special reports, brief notations of which will be made in the appropriate annexes. The titled annexes of these reports will contain pertinent details concerning the itemized topics indicated only when action has been taken thereon or important new information is available. Unlisted pertinent subjects should be included in the annex most closely associated with the subject. Each annex will be started on a separate page and will contain in its heading, the name of the headquarters submitting the report and the author

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

of the annex. Both sides of the paper will be used in such a manner that the back side may be read when the sheet is turned from the botton.

3. Prefectural and District Team Reports.

a. The basic letter (MG-4) will be a brief narrative not to exceed one sheet typed on both sides. It will cover only those activities, observations and trends of special significance - briefed items of national or prime local importance which are covered in detail by the appropriate annex.

b. Annex A: Political and Governmental Activities (Reports Control Symbol QGS-01).

(1) Japanese government administration, including, but not restricted to:

(a) Japanese local government administration, activities of governors, mayors and local assemblies.

(b) Activities of local branches of national government and their relations to local governmental agencies.

(c) Matters pertaining to Japanese courts and the administration of justice.

(2) Activities of national, regional or local political parties in prefectures, cities, towns and villages.

(3) Activities of local governmental groups, branches of national political administration headquarters, local youth or other groups, in connection with sponsoring political education.

(4) Instances of non-compliance by judges, procurators and police with provisional code of criminal procedure and other laws.

(5) Instances of violations of the injunctions contained in the purge directives.

(6) Instances of non-compliance by the Japanese government with the requirements of SCAP directives.

(7) Other important political, government or legal matters and comments.

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c. Annex B-1: Public Health and Welfare Activities (Reports Control Symbol QPH-01).

(1) When applicable to the following paragraphs, appropriate comments will be made in regard to port quarantine activities, chief factors retarding any constructive public health projects, evaluation of effectiveness of Japanese officials in carrying out public health programs, medical school surveys, additional programs undertaken to inform the public of good public health practices, any measures on the part of local Japanese that have proved particularly outstanding in creating a good public health program and other public health matters.

(a) Administration of health activities to include prefectural government organization, health center activities and hospitals.

(b) Veterinary affairs.

(c) Dental affairs.

(d) Nursing affairs.

(e) Medical supply situation, including production, storage and distribution, where applicable.

(f) Preventive medicine activities, such as status of immunization programs, serious epidemics and effectiveness of control measures.

(g) Sanitary engineering activities, including water supply, sewage, garbage disposal and insect and rodent control.

(h) Laboratory activities, medical, dental and veterinary.

(i) Nutritional activities, such as nutritional levels in both city and rural areas and surveys.

d. Annex B-2: Public Health and Welfare Activities (Reports Control Symbol QPH-01).

(1) Public assistance (reference Operational Directive 9, this headquarters, 14 January 1947, subject: "Public Welfare.")