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Gumma Prefecture Disaster Relief Team Utilization Program (1950)

1. General Rules
2. Headquarters and Board
3. Enforcement Means of Relief
4. Training
5. Organization
6. Duty Allotment

1. General Rule

(1) The aim of the Disaster Relief Team is to give disaster victims speedy and appropriate relief at the time of disaster in close cooperation with the persons concerned for the protection of victims and for the maintenance of public order.

(2) This is the Gumma Prefecture Disaster Relief Team Headquarters (hereafter referred to as headquarters) Utilization Program, but detachment or squad teams too should always work out their respective utilization program in reference to this program (Refer Organization and Liaison Chart of the Disaster Relief Team - Separate Table 1)

(3) Unusual disaster mentioned in this program means such status as can not be permitted to leave the victims as they are for the protection of those victims and for the maintenance of public order.

No limitation is placed on the kind of disaster, and concerning its scale a standard shall be set when 50 households and more than 100 people are to be suffered damages at one time by the disaster of the same cause, however, when it is deemed necessary for the maintenance of public order, the relief activities shall be started regardless of this standard.

2. Headquarters and Board

(4) When the commander of the team deems necessary at the occurrence of disaster, the headquarters shall be established in the Governor's office and the Governor's reception room, and the board office shall be established in the prefectural government office. The headquarters shall have the sign of "Gumma Disaster Relief Headquarters" and the board office shall have the sign of "Disaster Relief Team Board". The headquarters and the board should be equipped with the necessary number of inter-office and police telephones, desks, chairs and others.



(5) The Disaster Relief Team Office shall be established in the Welfare Section office at normal times, and the following works shall be conducted by its General Welfare Department.

- (a) Organization and change of the headquarters, detachment and squad teams of the Disaster Relief Team and synthetic adjustment of its utilization program.
- (b) Liaison and coordination for the preparation for enforcement of relief and other emergency measures provided by the Gumma Prefecture Disaster Relief Counter-measure Council.
- (c) Training program for disaster relief works.
- (d) Filing and custody of records of matters concerning disaster relief measure and other necessary documents and books.
- (e) Other matters recognized to be necessary for the activity of the Disaster Relief Team.

### 3. Enforcement Means of Relief

(6) The commander whenever he deems relief activity should necessarily be carried out for an unusual disaster or a possible disaster, orders or requests all or some captains of the Relief Team and chief of the detachment and squad team the enforcement of relief activities which conform with the situation.

However, in emergency, it will be dispatched by the instructions of detachment chief, and department chief or squad head belonging to the detachment team established in the local agency.

(7) Team members belonging to each department shall gather together at the headquarters office without any special order in case of occurrence of disaster and shall be placed under control of the commander or the captain of department to which they belong and branch chief to keep contact with the concerned authorities concerning relief and other emergency measures and speeding-up of those measure.

(8) Liaison members shall be dispatched to the headquarters from each branch of the headquarters office to keep a through liaisonship and, at the same time, each branch of the board shall endeavour to carry out relief action smoothly in close mutual cooperation.

(9) Captains of the detachment and squad teams shall have to report immediately an actual situation of the disaster when it happens, utilizing every information agency and liaison agency.

(10) The commander of the Relief Team shall, without delay, instruct captains of the detachment and squad teams the enforcement of an emergency relief on the basis of informations conveyed from the disaster stricken area, and



at the same time, shall send a prompt report of the disaster to the Minister of Welfare, the Chairman of the Central and Local Disaster Relief Counter-measure Council and the Chief Kanto Civil Affairs Region. If necessary, he shall be given instructions by them or will request their cooperation.

(11) General Affairs of the Relief Team Headquarters are mainly dealt with by the General & Welfare Department and each department endeavours to prevent confusion and retardation of relief activity, keeping organic contact mutually.

(12) In case of demand of aid from the neighbouring prefectures, the commander shall immediately despatch an aid force.

(13) Each department shall establish its activity program, prepare members list and record the matters concerning the disaster relief measures. While each branch shall prepare and keep the necessary documents and books to always command the members.

Any change in the activity program and members list mentioned in the preceding paragraph should be reported to the General Welfare Department on all such occasions.

#### 4. Training

(14) The commander and the captain of each detachment and squad team shall always pay attention to the training of the members at normal time and train them at every opportunity.

(15) The commander and the captain of each detachment and squad team shall select a dangerous area in which water and fire damages apt to occur, and shall endeavour to encourage the state of preparedness of the people, decide the evacuation method previously and shall also endeavour to carry out various trainings, such as information training, emergency food distribution training, etc.

#### 5. Organization

Organization of the headquarters shall be as follows; (refer Organization Chart of the Disaster Relief Team Headquarters and duty allotment-annexed paper (2))

Commander .....	Governor
Deputy Commander .....	Deputy Governor
Chief General Welfare Department .	Chief Welfare Department
Chief General Affairs Branch ....	Chief General Affairs Section
Chief Materials Branch .....	Chief Welfare Section
Chief Relief Branch .....	Chief Child Section
Chief Information Department ....	Chief Liaison Bureau
Chief Liaison Branch .....	Chief Liaison Section
Chief Information Branch .....	Chief Information Section



Chief Security Department .....	Commander of the Police
Chief Guard Unit .....	Chief Guard Section
Chief Crime Prevention Unit .....	Chief Crime Prevention & Statistics Section
Chief Liaison Unit .....	Chief Personnel & Equipment Sect.
Chief Transportation & Communication Unit .....	Chief Transportation Section (Vice Chief Communication Division Chief)
Chief Fire Service Department ...	Chief General Affairs Department
Chief Research Unit .....	Chief Local Administration Section
Chief Liaison Unit .....	Chief Rivers Section (Vice Chief Local Administration Sec)
Chief Public Health Department	
Chief Medical Service Unit .....	Chief Medical Affairs Section
Chief Pharmacy Unit .....	Chief Medicines Section
Chief Plague Prevention Unit ....	Chief Prevention Section
Chief Economics Department .....	Chief Economics Department
Chief Food-stuff Unit .....	Chief Agricultural Product Section
Chief Clothing Unit .....	Chief Commerce & Industry Section
Chief Necessaries of Life Unit ..	" " " "
Chief Materials .....	Chief Forestry Section
Chief Engineering Department ....	Chief Construction Department
Chief Equipment Unit .....	Chief Building Section
Chief Road Unit .....	Chief Road Section
Chief Cooperation Department ....	Vice-Chairman of the Japan Red Cross Gumma Chapter (Vice Chief. Chief Labor Dept.)
Chief Cooperation Unit .....	Chief Employment Security Section (Vice chief official of the Japan Red Cross Gumma Chapter)
Chief Medical Treatment Unit ....	Official of the Japan Red Cross Gumma Chapter

Members of the Disaster Relief Team shall be appointed or commissioned by the Governor out of the prefectural officials and personnel of the Japan Red Cross Gumma Chapter Office.

6. Allotment of Duty of Respective Department shall be as follows:

(1) General Welfare Department

A. General Affairs Unit

- (a) Previous investigation of various data necessary for relief and clear recording of the collected materials such as disaster information, statistics data and other informations.
- (b) Expenses for Disaster Relief Team.
- (c) Presentation of reports on disaster situation and counter-measures to the concerned authorities.



- (d) Inter-department liaison and control concerning relief works.
- (e) Liaison with other To, Do, Fu and prefecture and request of aid to the national government and other authorities.
- (f) Organization and change of Relief Headquarters, Detachment and Squad Teams and coordinating adjustment of the utilization program.
- (g) Issuance of work orders for those engaging in medical treatment, construction work, building work and transportation business and request of cooperation for the neighbouring people.
- (h) Synthetic training for the Disaster Relief Team.
- (i) Other general affairs.

B. Materials Unit

- (a) Establishment of famine relief plan of emergency relief materials corresponding to the anticipated. Number of disaster victims.
- (b) Clear knowledge of the existence of materials and close liaisonship with the concerned authorities for the purpose of utilizing it for emergency use.
- (c) Negotiation with the national government and other concerned authorities on the procurement of materials cooperating with the related department and units.
- (d) Establishment of the procurement necessary material on the basis of famine status survey of relief goods and disaster situation in case of occurrence of disaster and report of the plan to the Economics Department.
- (e) Registration of the purchased goods and relief goods given by the national government, the prefecture and other prefectures and various spheres and place those goods under the control of the prefectural warehouse or other proper, private warehouse.
- (f) Establishment of the distribution program of the relief materials corresponding to the disaster situation and prompt transportation to the disaster-stricken district.
- (g) Following flag must be hoisted on trucks in charge of carrying relief goods.



Relief Goods for Victims Gumma
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(Written in Red Letter)

(h) Compulsory custody, storing and use of relief goods.

C. Relief Team

- (a) Investigate the area in which the establishment of an emergency accommodation institution is considered necessary, and when such necessity is approved report the prescribed number of accommodation its scale and so forth to the Technical Department.
- (b) Administration of the emergency accommodation institution when such is established.
- (c) Investigation on the number of victims accommodated in the existing houses in the disaster-stricken district and on the protecting conditions.

Guidance on the management of such institution.

- (d) When necessary allocate the refugees to the neighbouring c.t.v. or entrust them to the neighbouring prefectures to be accommodated.
- (e) Supply of meal and water.
- (f) Keeping contact with each department for the purpose of carrying out smooth enforcement of such emergency reliefs as emergency supply of meal, medical treatment, maternity aid, funeral aid, etc.

(2) Information Department

A. Liaison Unit

- (a) Report the disaster situation and counter measure for it to the Kanto Civil Affairs Region and receive the necessary instructions or demand its help.

B. Information Unit

- (a) Previous preparation for propaganda broadcast and notification method.



- (b) To make the disaster conditions and the counter-measure be fully known and understood through posters, broadcasting and all other possible means.
- (c) Release the disaster conditions and the counter-policy to the information agencies.

(3) Safety Department

A. Guard Unit

- (a) Establish a disaster guard program beforehand and establish the synthetic police activities for disaster relief.
- (b) Try to get various information within the jurisdiction of the National Rural Police and inform them to the General Welfare Department.
- (c) Relief, refuge, guarding of relief goods or emergency rehabilitation materials and other necessary measures necessary to maintain the public safety should be promptly taken.
- (d) If necessary, a special guard team should be composed.

B. Crime Prevention Unit

- (a) Control of the violation of economic laws.
- (b) Control of the transportation of materials.
- (c) Prevention of burglary of victim's properties and other articles.
- (d) Prevention of various crimes in the disaster-stricken district.
- (e) Enforcement of discipline in the disaster-stricken area. These are enforced only within the jurisdiction of the national rural police.

C. Communication Unit

- (a) Try to get various information keeping contact with municipal police and report them to the General Welfare Department.
- (b) When an aid is requested by the municipal police, communicate the request to both crime prevention and Guard Unit and take an measure of dispatching the necessary aid force.



D. Traffic and Communication Unit

- (a) Emergency rehabilitation of police telephones.
- (b) Investigation of damages of public telephones, and of emergency rehabilitation situation.  
Notification of the above results of investigations to all department.
- (c) Security of emergency wireless communications.
- (d) Maintenance of traffic order.
- (e) Security and distribution of cars for transportation of emergency materials and security and distribution of their fuels.
- (f) Marking for an emergency car except cars for transportation of relief goods.

(4) Fire Service DepartmentA. Investigation Unit

- (a) Collect information of disaster situations and emergency relief measures in the disaster-stricken district which are necessary for carrying out relief and convey them to all department.
- (b) When necessary, dispatch a forced liaison force to the disaster-stricken district and carry out an immediate investigation about the disaster.
- (c) Collect pictures of disaster status and keep it in order.
- (d) Accept a petition concerning an emergency aid and keep it in order.

B. Liaison Unit

- (a) Establish a prevention plan for fire and water anticipating dangerous places.
- (b) Coordinate the mutual aid plan for fire and water prevention between city, town and village and coach the way of aid to the fire-brigade team of city, town and village when such is deemed necessary, judging from various information.
- (c) When typhoon and water disasters seem to occur according to the weather phenomenon, convey the detailed information about it one after another to the General & Welfare Department, information agencies and other concerned organizations.



- (d) Collect information on operating activities of city, town and village fire-brigade keeping contact with a meteorological situation.

(5) Public Health Department

A. Medical Care Unit

- (a) Try to keep a mutual cooperation constantly keeping close contact with the Gumma Chapter of the Japan Red Cross Association and carry out the medical (maternity) relief program.
- (b) Compose and train a medical relief team and despatch it to the disaster-stricken area if necessary.
- (c) Transportation of the seriously wounded and the seriously ill.
- (d) Constant close contact with doctors' association, midwife association, nurse association and other concerned organizations.

B. Medicines Unit

- (a) Prepare emergency medicines and distribute them to the Medical Care Unit and plague Prevention Unit.
- (b) Distribution of emergency medicines to the Health Department of the squad team.

C. Plague Prevention Unit

- (a) Plague prevention measures in the disaster-stricken district.
- (b) Guidance and enforcement of plague prevention measure.
- (c) Immediate enforcement of proper measures for the purification of drinking water.

(6) Economic Department

A. Food-stuff Unit

- (a) Examine emergency food-stuffs secured and inform its items, quantities, place of custody, etc., to the Materials Unit, General Welfare Department (hereafter referred to as Materials Unit)
- (b) Investigate items, quantity and place of custody of emergency food-stuff keeping contact with the concerned traders and send the information of them to the Materials Unit.



- (c) Procure emergency food-stuff upon consultation with the Materials Unit.
- (d) In necessary and unavoidable cases compulsory expropriation of relief goods belonging to the Clothing Unit shall be made keeping contact with the Materials Unit.

B. Clothing Unit

- (a) Procure emergency clothings and bed-clothes consulting with the Materials Unit.
- (b) Concerning purchasing and storage of controlled clothings, try to procure them from the government and other concerned authorities in cooperation with the Materials Unit.
- (c) As certain items, quantity and place of custody of clothings and bed-clothes secured and report the result to the Materials Unit.
- (d) Investigate items, quantity and place of custody of clothings and bed-clothes keeping contact with the concerned traders and report the result to the Materials Unit.
- (e) If it is deemed necessary as a result of consultation with the Materials Unit, compulsory expropriation of relief goods belonging to the Clothing Unit shall be made.

C. Daily Necessaries Unit

- (a) As certain items, quantity and place of custody of the daily necessities secured and report the result to the Materials Unit.
- (b) Investigate items, quantity and place of custody of the daily necessities keeping contact with the concerned traders.
- (c) Procure daily necessities upon consultation with the Materials Unit.
- (d) In necessary and unavoidable cases, compulsory expropriation of relief goods belonging to the Daily Necessaries Unit should be carried out upon consultation with the Materials Unit.



D. Materials Unit

- (a) Establish the delivery plan of the coffin timber for burial and inform the concerned circles of it.
- (b) As certain items, quantity and place of custody of the fuel secured and inform the Materials Unit of the result.
- (c) Investigate the quantity of stocked fuels keeping contact with the concerned traders and inform the Materials Unit of the items, quantity and place of custody of them to be procured.
- (d) In the necessary and unavoidable cases, compulsory expropriation of relief goods belonging to the Materials Unit should be carried out upon consultation with the Materials Unit.

(7) Technics DepartmentA. Institution Unit

- (a) Secure of materials necessary for establishing emergency accommodation institutions.
- (b) In case of receiving information on the establishment of emergency accommodation institutions from the Relief Unit of the General Welfare Department, establish the necessary plan including place of erection, scale and number of people to be accommodated and take responsibility for carrying out the plan.
- (c) The emergency accommodation institution, as it is established under the unavoidable pressing circumstance should be barracks.

B. Road Unit

- (a) Procure necessary materials while making an emergency repair work of road, bridges and so forth.
- (b) This emergency repair works should be promptly carried out as they are to be made for the smooth transportation of relief goods and emergency materials.
- (c) Investigate damaged points of roads, bridges and railroads and the estimated completion time of emergency repair works and give those information to every department.



(8) Cooperation Department

A. Cooperation Unit

- (a) When it is recognized necessary to carry out an emergency relief, organize a service squad to be despatched keeping contact with the General & Welfare Department and the Gumma Chapter of the Japan Red Cross Association.
- (b) When necessary, issue an work order to secure necessary members for enforcement of an emergency relief, keeping contact with the General & Welfare Department.

B. Medical Treatment Unit

- (a) Carry out medical treatment and maternity aid in close mutual cooperation with the Public Health Department.
- (b) Organize and despatch a relief squad upon consultation with the Medical Care Unit of the Public Health Department.



Organization of Disaster Relief Team Headquarters and Allotment of D

		Department Chief	Unit Chief	Member of Team	Allotment
(Governor)  (Vice-Governor)  (Vice-Commander)  COMMANDER	Chief, General & Welfare Department  (Chief, Welfare Department)	Chief, G.A. Unit	Staff of G.A. Div.	Liaison Control, Ex and Other General A disaster relief	
		Chief, Materials Unit	Staff of P.W. Division	Procurement custody transportation of	
		Chief, Relief Unit	Staff of Children's Division	Establishment and c and all other measur relief	
	Chief, Information Department  (Chief, Liaison Office)	Chief, Liaison Unit	Staff of Liaison Division	Liaison with KaCAR conditions and relie	
		Chief, Information Unit	Staff of Information Division	Information on disas relief-policy	
	Chief, Public Safety Department  (Commander of Police Force)	Chief, Guard Unit	Staff of Guard Division	Collection of inform ing within the jurisd	
		Crime Prevention Unit	Staff of C.P. Statistics Sec.	Crime prevention wit tion of NRP	
		Chief, Personnel & Equipment Section	Staff of Personnel Equipment Section	Liaison with municip	
		Traffic & Communication Unit	Staff of Traffic & Communication Division	Security of emergenc tion of cars and eme work of communicatio	
	Chief, Fire Service Department  (Chief, General)	Research Unit	Staff of Research Division	Investigation of dis	
		Chief, Liaison Unit	Staff of Rivers Division	Liaison with c.t.v. cerning disaster rel	
	Chief, Public Health Department  (Chief, Public Health Department)	Medical Treatment Unit	Staff of Medical Treatment Div.	Medical treatment &	
		Chief, Pharmacy Unit	Staff of Pharmacy Division	Procurement and dist emergency pharmacy	
		Chief, Plague Prevention Unit	Staff of Plague Prevention Div.	Plague prevention	
	Chief, Economic Department  (Chief, Economic Department)	Chief, Food-Stuff Unit	Staff of Agriculture Division	Procurement of eatab	
		Chief, Clothing Unit	Staff of Commerce & Industry Div.	Procurement of cloth	
		Chief, Daily Necessaries Unit	Staff of Commerce & Industry Div.	Procurement of daily	
		Chief, Materials Unit	Staff of Forestry Division	Procurement of emerg fuels not belonging ing Section	
	Chief, Technics Department  (Chief, Construction Department)	Chief, Institutions Unit	Staff of Construction Division	Establishment of ref cy temporary houses	
		Chief, Road Unit	Staff of Road Division	Emergency repair wor bridges	
	Chief, Cooperation Department  (Vice-President of Japan Red Cross Ass'n)	Chief, Cooperation Unit	Staff of Job-Providing Div.	Composition of servi	
		Chief, Medical Treatment Unit	Staff of Japanese Red Cross Branch	Cooperation with med maternity relief	

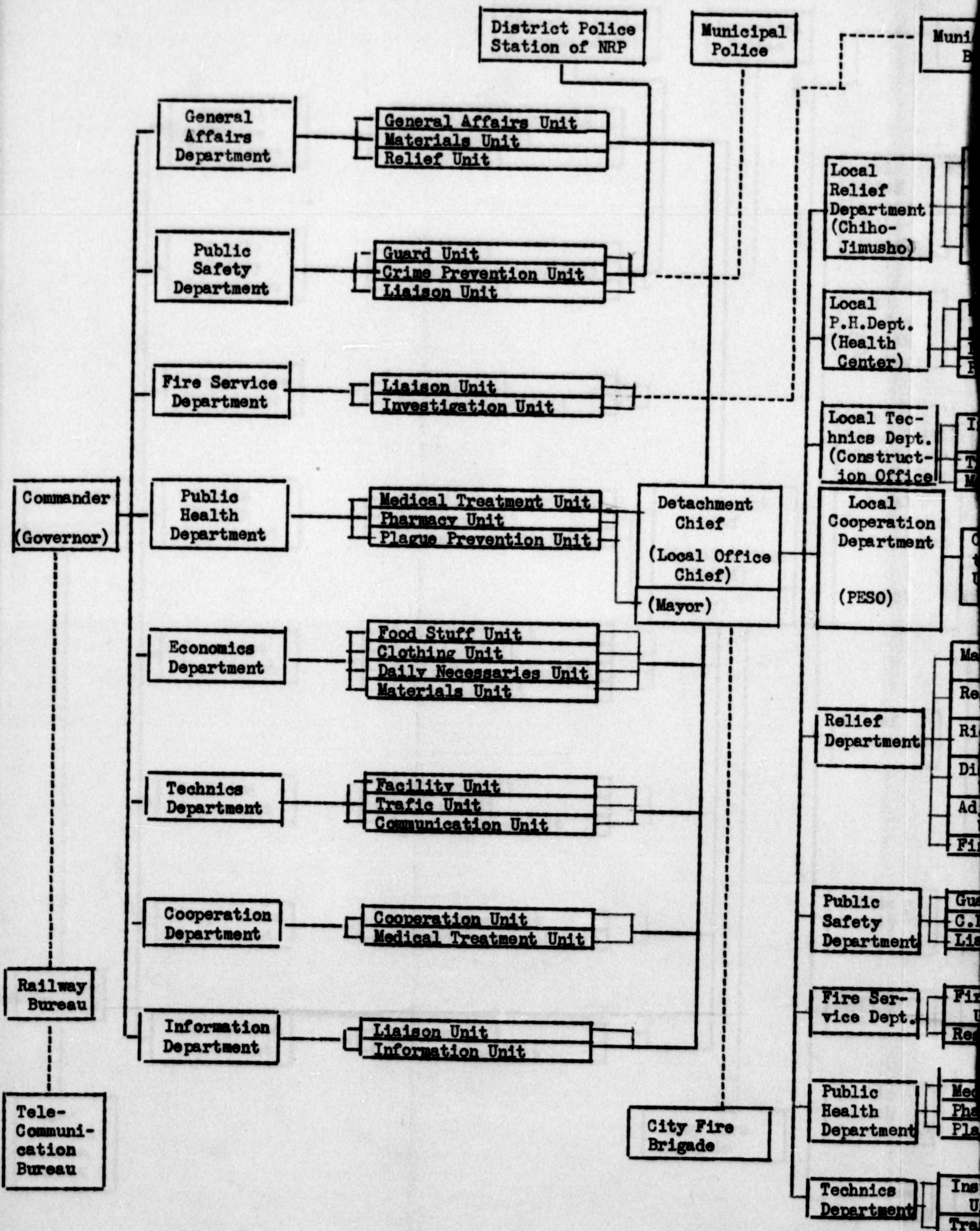


Organization of Disaster Relief Team Headquarters and Allotment of Duty

Department Chief	Unit Chief	Member of Team	Allotment of Duty
General & Welfare Department (Department)	Chief, G.A. Unit	Staff of G.A. Div.	Liaison Control, Expenses, Record and Other General Affairs of disaster relief
	Chief, Materials Unit	Staff of P.W. Division	Procurement custody distribution, transportation of relief goods
	Chief, Relief Unit	Staff of Children's Division	Establishment and control of refuge and all other measures for emergency relief
Information Department (Liaison Office)	Chief, Liaison Unit	Staff of Liaison Division	Liaison with KaCAR concerning disaster conditions and relief policy
	Chief, Information Unit	Staff of Information Division	Information on disaster situation & relief-policy
Public Safety Department (Commander of Police)	Chief, Guard Unit	Staff of Guard Division	Collection of informations and guarding within the jurisdiction of NRP
	Crime Prevention Unit	Staff of C.P. Statistics Sec.	Crime prevention within the jurisdiction of NRP
	Chief, Personnel & Equipment Section	Staff of Personnel Equipment Section	Liaison with municipal police
	Traffic & Communication Unit	Staff of Traffic & Communication Division	Security of emergency car, distribution of cars and emergency repair work of communication system
Fire Service Department (General)	Research Unit	Staff of Research Division	Investigation of disaster situation
	Chief, Liaison Unit	Staff of Rivers Division	Liaison with c.t.v. fire-brigade concerning disaster relief
Public Health Department (Public Department)	Medical Treatment Unit	Staff of Medical Treatment Div.	Medical treatment & maternity relief
	Chief, Pharmacy Unit	Staff of Pharmacy Division	Procurement and distribution of emergency pharmacy
	Chief, Plague Prevention Unit	Staff of Plague Prevention Div.	Plague prevention
Economic Department (Economic Department)	Chief, Food-Stuff Unit	Staff of Agriculture Division	Procurement of eatables
	Chief, Clothing Unit	Staff of Commerce & Industry Div.	Procurement of clothings & bed-clothes
	Chief, Daily Necessaries Unit	Staff of Commerce & Industry Div.	Procurement of daily necessities
	Chief, Materials Unit	Staff of Forestry Division	Procurement of emergency materials & fuels not belonging to the Engineering Section
Technics Department (Construction Department)	Chief, Institutions Unit	Staff of Construction Division	Establishment of refuges and emergency temporary houses
	Chief, Road Unit	Staff of Road Division	Emergency repair work of road and bridges
Cooperation Department (President of Red Cross Ass'n)	Chief, Cooperation Unit	Staff of Job-Providing Div.	Composition of service team & control of it
	Chief, Medical Treatment Unit	Staff of Japanese Red Cross Branch	Cooperation with medical treatment & maternity relief

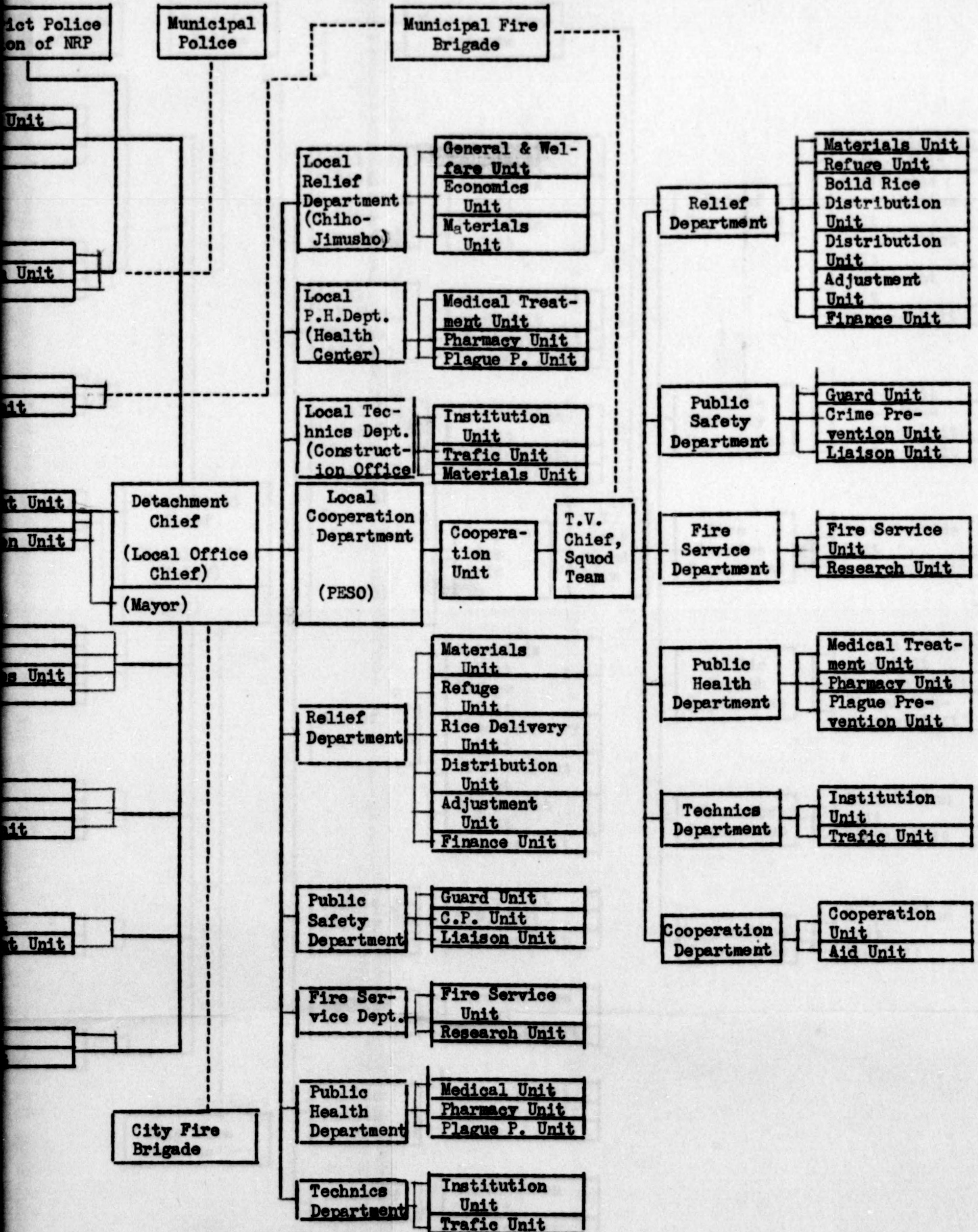


Organization Chart of Disaster Relief Team





Organization Chart of Disaster Relief Team





TO/rn

1950 Fiscal Year Gumma Prefecture Disaster Relief Plan

1. Plan
2. Gumma Prefecture Disaster Relief Council
3. Advance investigation
4. Plans for procurement of materials
5. Information contacts
6. Disaster certificate
7. Emergency relief method

1. Plan

(1) This plan is based on the provision of Disaster Relief Law Article 22 Item 2, to designate the necessary items, to plan for the equipment of materials necessary for the enforcement of disaster relief and others requiring the emergency measure, and also to give satisfactorily assistance to the victims at the time of disaster.

(2) The relief is to be given to the victims as emergency relief immediately after the occurrence of disaster, and the qualified persons are not necessarily of the economically needy persons, therefore when the condition goes back to normal this would stop, and when there are persons requiring continued assistance they shall be transferred to DLSL or application of other appropriate aid for its need.

(3) As a rule the relief is given in materials and its kinds, extent and period are designated in the By-law Article 2 (It is shown in this plan No. 7 Emergency Relief Method). The Law Article 23, Item 2 designates the grant of money when it is absolutely necessary and only when the granting of cash could produce the best result.

(4) When the disaster occurs the report should be made immediately to Kanto Area Disaster Relief Council and Kanto Region Civil Affairs, and at the same time keep in close contact with KRCA, Welfare Ministry and Central Disaster Relief Board to obtain instructions and assistance as needed to carry out the smooth operation of this plan.

(5) Local Offices (Chiho Jimusho), c.t.v. should set up their own relief plans by following this Disaster Plan for its reference.

2. Gumma Prefecture Disaster Relief Council

(6) Gumma Prefecture Disaster Relief Council is to handle following items:



2. Gumma Prefecture Disaster Relief Council

(6) Gumma Prefecture Disaster Relief Council is to handle following items:

- a. Collect informations concerning emergency disaster and its relief, and make reports to the agencies concerned.
- b. Establish plans for preparatory and reserve of funds, materials and facilities, operation equipments for relief and others requiring emergency measure.
- c. Establish emergency plans for operation equipment, facilities, materials and fund raising and its allocations, and transportation concerned for the emergency disaster and its relief and others requiring emergency measure.
- d. Establish plans for emergency measures for relief other than in 2 preceding items.
- e. Concerning propulsion of disaster plan enforcement.

(7) When the disaster occurs the Bureau Members and the committee members must assemble immediately in Pref. Governor's Office whether they are called together by the chairman of Gumma Disaster Relief Council or not, and open meeting to plan for the propulsion of enforcement of emergency measure for relief and others.

3. Advance investigation

(8) Investigation of persons to participate in relief work.

- a. Investigation of following persons working in relief.
  1. Physician, dentist or pharmacist
  2. Public health nurse, midwife
  3. Engineer or architect
  4. Carpenter, mason or fire fighter
  5. Engineering worker or contractor
  6. Local rail road operator and its employees
  7. Rail track operator and its employees
  8. Automobile transportation operator and its employees

b. Investigation of institutions which are necessary for enforcement of relief. Advance investigation capacity of following institutions which are necessary for the enforcement of relief.



1. Hospital, medical treatment center and lying-in agency.
2. Hotel and restaurant.
3. Shrine, temple, church, school and other gathering places.

c. Other persons approved as especially necessary for the enforcement of relief work. Advance investigation be made of the persons who are engaged in the following occupation.

1. Producer of materials
2. Engaged in the business of collecting materials
3. Engaged in the trade of materials
4. Engaged in the business of distribution
5. Engaged in the business of preserving materials

(9) Reporting activities and advance preparation of known methods.

(10) Other investigations necessary to set up disaster plan.

1. Necessary investigations for composing materials for the fiscal year disaster relief plan, and also for changes of plan.
2. Investigations necessary for the preparation of invoking compulsory order and relief enforcement work.
3. Collection of disaster relief records of every local areas, statistics and other reference materials.
4. Other necessary items should be investigated at any time.

4. Plans for procurement of materials

(11) The limited amount of materials necessary for relief should be kept in reserve.

(12) With the controlled materials, the request should be made to the sources concerned for its allotment and securement. With the other materials not under control should be supplied by purchasing or other convenient method to have it in readiness.

(13) Concerning relief materials, the business enterprises should be designated in advance, and also make contact and arrangement with them for its speedy supply and also necessary materials should be bought with the disaster relief fund to have it in reserve.



(14) The materials as rule should be kept in prefectural warehouse. If in any way it is impossible the measure should be taken to have the warehouse owner designated for safe keeping of materials.

#### 5. Information Contacts

(15) The maximum speed is required for the information contacts concerning disaster, therefore when the disaster occurs, the best possible method should be employed to have its information reported to the source concerned. For this reason the utilization of emergency telephone, emergency telegram is appropriate, but in case of major disaster when it is difficult to use telephone the following plan should be made in advance for its satisfactory result.

##### a. Utilization of wireless equipment

Obtain the cooperation of police station and Gumma Electric Communication Department (Emergency Wireless Communication Gumma Area Council) and appropriately utilize the wireless communication equipment, and take most effective measure for the information contacts at the time of worst disaster. (At present the movable wireless is placed at Maebashi City, Ota City and Tomioka Machi).

##### b. Preparation of boats

Major flood is taken into consideration and plans made for the boats to be ready at the areas necessary, and its numbers will be investigated in advance for each areas.

##### c. Members of Liaison Force

Prefecture, Local Offices (Chiho Jimusho), police station and c.t.v. should make selection of members for Liaison Force in advance and have them well trained for their liaison work at the time of major disaster. For the conveniences of these liaison force members the plans should be made in advance to have in readiness the automobiles, motorcycles, bicycles and horses.

(16) Concerning the information contacts, request the cooperation of information agencies (News papers, radio), to work together for the best result.

#### 6. Disaster Certificate

(17) The mayors of c.t.v. should make fair distribution of emergency materials to the disaster victims and at the same time in order to give satisfactory relief, later the disaster certificate be issued and registered in issuance record book. This form is separate sheet No. 1 and 2. This work is handled as much as possible in consultation center mentioned later.



(18) The disaster certificate is issued to the families residence completely or half demolished, burned or washed away, or inundated above the floor board causing the loss of house or furnitures necessary for daily living or in cases of heavy damages.

7. Emergency relief method

(19) Report measure at the time of disaster occurrence.

The mayors of c.t.v. should report to the governor by telephone or liaison personnel accurately and speedily, the items designated in separate sheet No. 3. and receive instructions concerning relief. But if the detailed investigation can not be made, the summary report should be made and the measure should be taken to send in the supplemental reports later.

(20) Enforcement of emergency relief.

Basing on the reports of preceding paragraph if the governor approves its necessity for application of Disaster Relief Law he will notify it to the chiefs of Local Offices and mayors of c.t.v. concerned, and will give instructions and take necessary measures.

When the condition is acute and the mayor of c.t.v. does not have time to receive from the governor the instructions concerning enforcement necessary relief be enforced at once and at the same time it should be reported to the governor and receive instructions for the later disposition.

The emergency relief is only within the extent recognized as necessary, and the following plan should be followed:

(21) Establishment of the accommodation facilities

a. The disaster victims should be taken into school, shrine, temple, church or hotel buildings which already have been taken into the plans as accommodation facilities and put into enforcement the necessary relief such as mass cooking. And for the persons who have relatives, the guidance be given for them to take shelter with the relatives as soon as possible.

b. When there is no appropriate building available or not enough to accommodate all of the victims, the facilities will be established by means of outdoor structures or tents.

c. Necessary expenditures for the cost of setting up accommodation facilities are, the wages labourer, supply of materials, rents, fuel within the standard as in following, for the period of not more than 10 days from the date it began.

1. When utilizing the building already in existance.

Within 3 yen per person a day

2. In case of outdoor structure.

Within 3.50 yen per person a day



When the relief enforced qualifies the list following, the following amount will be counted as standard and added with the same method.

1. When renting lent.

Within 1 yen per person a day

2. Fuel for winter period.

Within 1 yen per person a day

d. The mayor of c.t.v. should always keep in contact with accommodation facilities schools, shrines, temples, churches, auditorium, hotels to have their understanding for the estimated quota, number of days, expenses in case for the accommodations and the agreement should be made on other items necessary for the accommodation.

(22) Mass cooking

a. As principle the mass cooking will be enforced by the mayor of c.t.v. in disaster area but if the condition of disaster prevents the mayor of c.t.v. in disaster to do so, the contact should be made with the adjoining area or closest c.t.v. for their cooperation and assistance.

b. The materials needed for the mass cooking are as follows, but taking into consideration in case of impossibility to use drinking water, the arrangement should be made to equip with water filter, water purification chemical and the barrels for transportation.

Large rice cooking kettle, fire wood, rice, wheat, salt, pickled plum, bamboo kusko for wrapping food.

c. The disaster victims usually scatter at the time of disaster, therefore the method should be employed to notify the people by words or bulletin board notice, the places of mass feeding and the hours served, to give them fair and speedy supply.

d. The period for mass feeding should be within 6 days and its expense should be within 26.50 yen per person a day.

(23) Emergency food supply

When it necessitates for a person to take food with them when evacuating to the relatives, or furthermore for the persons relatives, or furthermore for the persons who lost staple food and others necessary for emergency the following items within 26.50 yen per person a day will be given for 3 days free of charge.

The items:..... Rice, wheat, bean paste, salt, soy sauce, pickles, canned goods.

(24) Grant or loan of clothing, bedding and daily necessities.



a. The persons to receive grant or rent of emergency supply of clothing, bedding or daily necessities are the only persons in the condition whos house is totally or partially demolished or burned, washed away or inundated with the water over the floor boards causing furniture and other necessities of daily living lost or damaged and impossible to replace them because of the temporary confusion of business concerns preventing them from purchasing goods immediately even though capable of purchasing with their own funds. The grant is given within the extent of following list of materials, because of the difficulty to determine the exact need.

Each time the disaster takes place, the prefecture consult with the disaster area for the supply of materials. In some cases it is supplied from the prefecture, and in some other cases from the disaster area depending on the situation.

b. Extent of clothing, bedding and other garments.

Bedding, outer garment, under wear and personal things.

c. Within the extent of daily necessity goods.

Cooking utensils, food, fuel and emergency necessity goods.

e. The standard cost paid for the granting or loan of clothing and begging.

1. The families received damages from their residences burned or washed away, or collapsed by flood.

Family Period	1 Person family	2 Persons family	3 Persons family	4 persons family	5 persons family	Each additional Pers above 5 pers
Summer April-Aug.	Less than 2,200 yen	Less than 2,800 yen	Less than 4,400 yen	Less than 5,300 yen	Less than 6,800 yen	Less than 1,000 yen
Winter Sept.-Mar.	Less than 3,800 yen	Less than 5,000 yen	Less than 7,200 yen	Less than 8,600 yen	Less than 11,000 yen	Less than 1,500 yen

2. The families received damages from their residence half burned, collapsed from earth quake or storm, partially collapsed from the flood or submerged above floor board.

Family Period	1 Person family	2 Persons family	3 Persons family	4 Persons family	5 Persons family	Each additional Pers above 5 pers
Summer April-Aug.	Less than 700 yen	Less than 850 yen	Less than 950 yen	Less than 1,100 yen	Less than 1,300 yen	Less than 150 yen
Winter Sept.-Mar.	Less than 900 yen	Less than 1,100 yen	Less than 1,300 yen	Less than 1,550 yen	Less than 1,750 yen	Less than 200 yen

The standard cost paid for the grant or loan of daily necessities.

1. The families received damages from their residence burned, washed away or collapsed from the flood.



1 Person family	2 Persons family	3 Persons family	4 Persons family	5 Persons family	Each additional Pers above 5 pers
Less than 970 yen	Less than 1,050 yen	Less than 1,140 yen	Less than 1,170 yen	Less than 1,270 yen	Less than 90 yen

2. The families received damages from their residence partially burned, collapsed from earth quake, storm, or half collapsed from the flood or submerged above floor board.

1 Person family	2 Persons family	3 Persons family	4 Persons family	5 Persons family	Each additional Pers above 5 persons
Less than 350 yen	Less than 380 yen	Less than 440 yen	Less than 450 yen	Less than 530 yen	Less than 90 yen

f. For the preparation of major disaster the plans should be made by c.t.v. for the securement of clothing and bedding.

(25) Medical treatment and birth aid.

a. The prefecture will make contacts with Japanese Red Cross Gunma Branch, National Hospital, Physicians Ass. and other organizations and organize medical treatment (**birth aid**) team and dispatch to the disaster area. Especially, entrusted to Japan Red Cross, within the extent of following, based on provision of Disaster Relief Law Article 32.

1. The medical treatment include examination treatment, medicine or supply of treatment material, proper disposition and operation and other treatments and nursing, and its period should be within 14 days.
2. Birth aid is to aid at the time of birth and proper disposition and nursing is given before and after the birth for person who is giving birth within 7 days of disaster.
3. In order to execute the entrusted items in preceding paragraph, Japan Red Cross should organize more than 5 relief teams from the present Japan Red Cross staff or the physicians under the contract and submit its organization list and its activity plan to the governor.
4. As principle health center, hospital, examination treatment centers are used for medical treatment relief center, but there shall be cases when the utilization of these buildings become difficult from disaster, therefore Japan Red Cross Branch should always be prepared to establish temporary relief center by having in complete readiness the tents and stretchers and other necessary materials.



b. Other than the relief teams dispatched from the prefectures as in preceding paragraph the mayor of c.t.v. should contact hospital, lying-in agency, examination treatment center and Physicians Ass. and other organizations concerned in its own area and make plans in advance to organize relief team to start relief work at once at the time of disaster.

c. The expenses paid for the medical treatment and birth-aid should be calculated from a unit point of social insurance examination treatment fee points.

(26) Supply of school materials.

a. Granting of school supplies are made accordingly with the actual condition of their loss to the school age children of primary and middle school students who have lost or damaged their necessary school supplies from the disaster and unable to replace them with their own funds, because of the temporary confusion of the business concerns. This is being enforced immediately after the condition returns to normal and the aid is considered necessary.

b. The school supplies and materials are text books and pencils and note books, within the following extent.

1 Less than 275 yen per person to whom having their house burned, washed away or collapsed by flood.

2 Less than 55 yen per person for the damages of their house partially collapsed or totally collapsed by earthquake or flood. Also received flood damage of water over the floor boards.

(27) Burial

a. The mayor of c.t.v. or the governor should make contact with the makers of coffin and urn and make plans in advance for the method of cremation and burial for the quick disposition of corpse at the time of disaster.

b. When there are too many numbers of deaths making it difficult for ordinary burials its disposition should be made as soon as possible after the inquest by the police. (Refer the Criminal Law Art. 192, the Census Register Law Art. 92)

c. Expenditure for burials for each cases. The adult 1,200 yen, child 700 yen. The list of the items are - coffin, cremation, urn.

d. It is necessary to make advance investigation of transportation facilities and the laborers necessary for the relief practice.

(28) The expenses needed for transportation of relief goods and the wages for laborer should be the actual cost at within the official price.

(29) Establishment of emergency relief consultation center for disaster victims.

a. The mayor of c.t.v. should contact with the agencies concerned to establish disaster victim's emergency relief consultation center without delay



for the smooth enforcement of emergency relief, and for the stabilization of people's mind. And give guidance and consultation for emergency measure concerning issuance of disaster victim certificate, accommodation, mass feeding, medical treatment and others.

b. The consultation centers should be established in districts of each towns and hamlets of disaster area using the buildings there if possible and have the following sign up, and at nights the tall lanterns should be used to show its location clearly.

District Disaster Victim Emergency Relief Consultation Center

c. Notification

Measures should be taken to let people know, the location of consultation centers and its consultation items by bulletin or messengers.

d. Structure

1. The duty of workers for the consultation centers should be entrusted to the officials in case of c.t.v. police officials, Minsei-iin, school teachers, the members of women's organization and the members of men and women's youth groups.
2. The chief of the center should be the person appointed by the mayor of c.t.v. The staff should have their own duty, and should be able to answer the items in their charge with responsibility.

e. The items should be handled at the centers are as follows.

1. Individual investigation of disaster condition

The investigation should be made with each family, concerning the persons dead or injured and also the damages to the house and house hold goods.

2. Issuance of disaster certificate

Note the necessary items in disaster certificate and issue one certificate to a family.

3. Emergency relief information

The information and guiding to the location of shelter and mass feeding centers and treatment centers should be given.

4. Guidance for evacuation to the relatives

The guidance should be given to the persons who has relative else where to evacuate there as soon as possible after their affairs are in order.



## 5. Contacts

Concerning consultation and guidance the constant contact should be made with c.t.v. offices, police station and other agencies concerned to insure the uniformity in discharging their work.

f. The centers should be equiped to serve tea.

g. For the consultation guidances, it should be remenbered to understand fully the psychology of the ~~victims~~ of immediate after the disaster and guide them with consideration for their reconstruction of livelihood and activities of new life. Also make effort to promote the spirit of neighbours to cooperate and help each other.

### (30) Notification activity

The damage condition, emergency relief condition and other informations should be investigated in details to record them and at the same time publish it at any time in effort to eliminate the anxiety of the victims. If possible use photographs to show the damage condition.