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Hocho
File
PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

RJA:ml

2 June 1950

MEMO FOR: Record

SUBJECT: Visit to Kanto Civil Affairs Office by Tokyo
To Welfare Bureau Official

1. At 1040 hours on 4 May 1950, Mr. Sekioka, Chief, Protection Section, called at the office to discuss staff requirements for the local offices of Tokyo.
2. A request had been made to the Ministry for 566 additional staff for carrying out re-organization under Hatsu-Sha 72. The Ministry had advised that it was planning a total increase of 2,300 persons for all Japan, of which number Tokyo To would probably receive about 60. Nothing definite, however, was settled.
3. If the present ward structure is retained, Tokyo To will need at least 200 additional staff members. Mr. Sekioka would like to see the wards eliminated from welfare operations. If this were done, then a great percentage of the personnel now in the wards could be used in the local offices.
4. Welfare Officer requested Mr. Sekioka to prepare a list by local office, ward, city, town, and village of the living aid case load and number of paid employees for the month of March 1950, pointing out that this would serve as a starting point for evaluating the needs of Tokyo To in personnel.



ROLAND J. ARTIGUES
Chief
Public Welfare Section

PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

RJA:ml

2 June 1950

MEMO FOR: Record

SUBJECT: Visit to Tokyo To Welfare Bureau

1. At 1335 hours on 16 March, the undersigned welfare officer and Mrs. T. Obana (JN), advisor, met with the following officials: Mr. Miki, Acting Chief; Mr. Sekioka, Chief, Protection Section; Mr. Momata, Chief Guidance Division; and Mr. Tsukamoto, Chief, Investigation Division.
2. The procedure for the removal of those physicians from the panel who overcharge on their bills is for the Ward Medical Ticket Examination Committee to report the matter to the Ward Chief who then cancels the doctor from the list. Notice of this cancellation is sent to the Health Insurance Section of the Welfare Bureau; however, no doctor has yet been removed. Warnings have been given to the biggest offenders which have usually been hospitals and clinics. The criterion for determining overcharges is the price ceilings set by the Ministry of Welfare on treatment costs.
3. Welfare officer requested the cooperation of the bureau officials in conducting a survey of Medical Aid cases in selected places in Tokyo to determine the ratio of moneys paid by public funds and private sources for the medical bills. The study is to be made in one local office in each of the 23 wards and one town in each of the 3 Guna and is to cover cases for the six months ending March 1950, and a second study covering the same data, including all applications, from the first of April 1950 and continuing for three months. Material to be secured will be the total Medical Aid cases divided into Daily Life Security cases and Non-Daily Life Security Law cases; to show by number of cases and amount of yen those which were paid for entirely by Medical Aid funds and for those cases in which Medical Aid funds were only a partial payment, the remainder of the payment classified by source.
4. Welfare Officer requested a list of all private work shops still in operation in Tokyo To.
5. Mr. Miki advised that the ¥250,000 subsidy to the Dining Hall Association was actually a loan to be repaid when the Association discontinues operations. He showed Welfare Officer a letter from the Governor to the Dining Hall Association dated June 27, 1945, approving the ¥250,000 fund, ¥30,000 for organizational expenses and ¥220,000 for operations. The letter pointed out that all changes from the original plan must be reported to and approved by the

SUBJECT: Visit to Tokyo To Welfare Bureau

2 June 1950

Governor; that the Governor can review the operations and give directions; that the Governor can order the money to be returned if he finds that it is not being properly used; that the Association must submit an annual report on 15 April covering operations, accounts, and how the money is used. This letter was issued in response to a formal application by the Association on June 15, 1945.

rdj
ROLAND J. ARTIGUES
Chief
Public Welfare Section

PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500AHK/mm/es
Rec'd: 16 June 1950
Typed: 20 June 1950

16 June 1950

MEMORANDUM FOR: Chief of Public Welfare Section

SUBJECT: Administrative Review of Chiyoda Ward's Welfare Office
Field Trip to Tokyo-To on 16 June 1950.

1. The undersigned Public Welfare Advisor, Annabelle H. Kent, and Noboru Koyama (JN), advisor, met with Mr. Momata, Tokyo-To Guidance Section Chief, and the following during the hours 0900 to 1400:

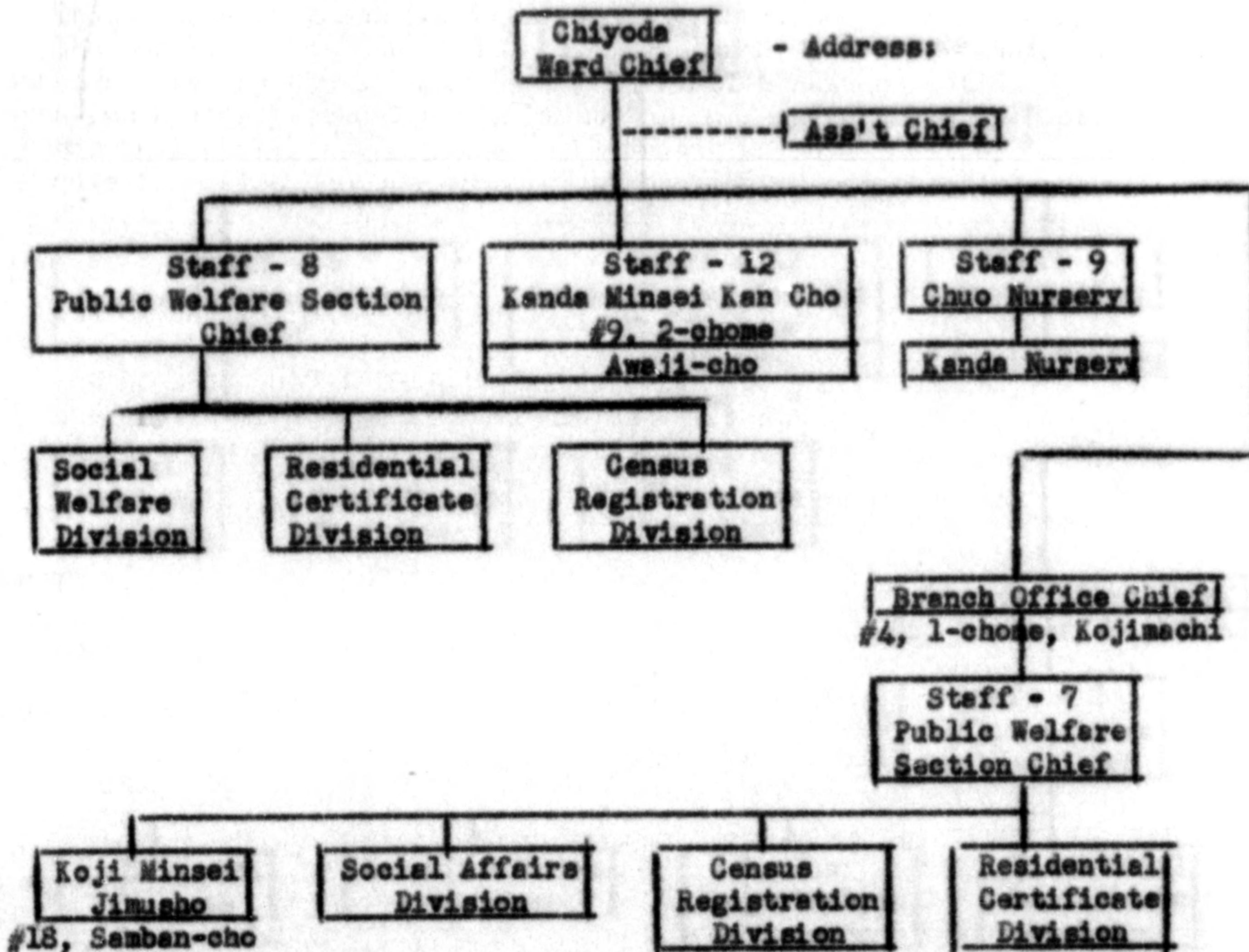
- a. Mr. Murase - Ward Mayor
- b. Mr. Sone - Vice Mayor
- c. Mr. Nitta - Ward Welfare Section Chief
- d. Mr. Kawakami and Mr. Fuse of Tokyo-To Protection Section were in the office to do the Bureau's own administrative review.
- e. Mr. Hattori - Kojimachi Branch Welfare Section Chief
- f. Mr. Nakayama - Ward Office's Social Affairs Division Chief
- g. Mr. Takahashi - Kojimachi Minsei Jimusho Chief
- h. Mr. Okada - Social Affairs Division of Kojimachi Branch
- i. Mr. Tachibana - Child Welfare official stationed in Ward Office
- j. Mr. Kataoka - Social Affairs Division of Ward
- k. Miss Iijima - Social Affairs Division of Ward

2. Organizational Structure of Chiyoda Ward Welfare Setup andGeneral Data:

a.

SUBJECT: Adm. Review of Chiyoda Ward's Welfare Office

16 June 1950



b. In the Kanda area there are four sub-offices - merely ration offices, and the Kojimachi Branch Office has three sub-offices as ration offices. No welfare functions are carried out in any of these sub-offices.

c. There is one Minsei-iin council in the Kanda area and one in the Kojimachi area.

d. Each council has a standing Minsei-iin (chairman) and three vice standing Minsei-iin. These eight Jomu-iin meet together only on special occasions. The vice standing Minsei-iin are not appointed according to any geographical area.

e. It takes not more than 20 minutes by public transportation or bicycle to the ward office from the farthest part of the ward's area. People in the Kanda area can reach the ward office by walking in 25 minutes.

SUBJECT: Ada Review of Chiyoda Ward's Welfare Office 16 June 1950

f. A spot map of all DLSL cases in the ward was requested. This will be submitted in about a week.

g. Monthly DLSL allocation from Tokyo-To go through the ward office to branch office and Minsei Kan. Grante are issued by welfare personnel to recipients.

h. Net case load averages 380 DLSL families per month for entire ward.

3. The branch office forwards material such as monthly DLSL reports directly to Tokyo-To without going through the ward office. However, all budgetary reports go through the ward office.

4. The Ward Office Welfare Section, the Branch Office Welfare Section, the Kojimachi Minsei Jimusho and the Kanda Minsei Kan are each located at different addresses. The staff in all of these places totals 30 as follows:

- a. Ward Welfare Section - 8
- b. Kanda Minsei Kan -12
- c. Kojimachi Branch Office -7
- d. Kojimachi Minsei Jimusho - 3

e. In addition to the above 30, two nurses of the eight nurses in the Kanda Nursery are on the ward payroll. The other six nurses and one janitor are on the Tokyo-To Welfare Bureau payroll. There are no other institution in which the staff is on the ward payroll.

5. Interview with Mr. Nitta, chief of Chiyoda Ward Welfare Section, regarding his duties and responsibilities:

- a. Description of overall program.
- b. Supervision and guidance of Ward Welfare Section staff:
 - (1) Instructs division chief to prepare plans on programs.
 - (2) Interprets laws and directives handed to staff concerned.
 - (3) Examines all DLSL applications and record data submitted from Kanda Minsei Kan for approval of mayor, places his seal thereon before routing to mayor.

SUBJECT: Adm Review of Chiyoda Ward's Welfare Office 16 June 1950

(4) Attends meetings and conferences as follows:

- (a) Monthly Ward Assembly Welfare Committee.
 - (b) Monthly Welfare Section Chiefs' Meeting.
 - (c) Monthly Kanda Minsei Kan Council.
 - (d) Eugenics Examination Committee for abortions - two times a month.
 - (e) Tokyo-To Census Registration Study Conference.
 - (f) Monthly All Japan Census Registration Publicity Meeting as he is Editor for their census registration publication.
 - (g) As need arises attends Red Cross meetings, probation officers meetings and Kanda Minsei Kan staff meetings.
 - (h) Ward Section Chiefs' meeting once a week.
- (5) He has no meetings with the Kojimachi Branch Welfare Chief.
- (6) Meetings with his welfare section staff are only held as need arises.
- (7) May attend welfare meetings for the ward chief such as Red Cross, Community Chest and women's clubs meetings.
- (8) As instructions and other documents are received from Tokyo-To they are forwarded without change to the Kanda Minsei Kan and Kojimachi Minsei Jimusho. These come through in sufficient copies from Tokyo-To. No record is kept on the distributed documents, the ward merely takes off their copy and sends on the rest.

6. Interview with Mr. Yusa Nakayama, chief of Social Welfare Division:

a. Is responsible for control of division's management, financing of budget liaison with other divisions and section, receives all DSL applications, and case change and closures from Kanda Minsei Kan.

b. Control of Division: Distributes pertinent directives to staff in the division. If necessary gives the staff instructions on planning per directives. Example - recently he received a directive on second occupational loan in handing it over to person in charge he give the exact date on

SUBJECT: Adm Review of Chiyoda Ward's Welfare Office 16 June 1950

which to call a meeting and items to be discussed and interpreted.

c. On budget - he receives the notifications from Finance Section on monthly DLSL allocations sent in by Tokyo-To and records same. Makes plans for budget of division and depayment of budget and allocations to Kanda Minsei Kan and Kojimachi Branch Office.

d. Example of liaison with other divisions or sections in ward-in preparation for child welfare week conferred with Education Affairs Section to gain their cooperation on planning. If social education decides to put on a paper play, they will confer with him.

e. Attended Tokyo-To occupational loan study conference last month and also Tokyo-To conference recently on revised DLSL.

f. Irregularly investigates occupational loan applicants or interviews persons who wish to apply for occupational loans. Generally turns these over to members of his staff to do these duties. He may do about two such investigations a month. Generally sees about three persons a day on either occupational loans or on runaway children. The police bring the letter in to the office and he then turns the cases over to another division staff member, Mr. Murakami, who arranges for the child's placement or return to his family.

g. Receiving of DLSL case material:

- (1) After checking the application form, investigation sheet, income verification sheet, doctor's certificate, income and expense sheet and cover memo, he forwards all to the section chief for his seal. The papers are then routed for General Affairs Section Chief's seal, vice mayor and mayor's seals. When the forms come from Kanda Minsei Kan they have the seal on each application of the case worker, division chief and Minsei Kan Chief.
- (2) On the above he maintains the "Record for Disposition of Application Forms" which calls for the following on each application:
 - (a) Data received and seal of division chief.
 - (b) Date of decision.
 - (c) Address.
 - (d) Name of applicant.
 - (e) Number of family members.

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- (f) Amount of grant.
 - (g) Date forwarded to Minsei Kan and seal of division chief.
 - (h) Date closed.
- (3) After completing above, application is returned to Minsei Kan. At no time has any application had to be returned to the Minsei Kan for reinvestigation or changes. However, on about less than 1% of the cases they telephone the Minsei Kan for additional data. Only two or three applications are received a week and these are returned on the same date or a day or two later (verified per their record).
- (4) At the beginning of each month the Minsei Kan compiles a list of their cases showing dates of closure and changes in grants. These lists are attached to separate decision sheets for each case. The latter sheets are returned after Mr. Nakayama records the changes on "the record for disposition of application form" listed above.
- (5) Occasionally Mr. Kinoshita assists Mr. Nakayama on the DSL cases reviews.

7. Interview with Mr. Kataoka of Social Welfare Division:

- a. Handles matters concerning Minsei-iin, child welfare, day nursery, inquiries from other divisions and sections, general affairs.
- b. As reports of resignations are received from standing Minsei-iin of Kanda Minsei Kan he turns them over to the Welfare Bureau (governor). When he receives, from the governor, the directive releasing the Minsei-iin he sends postal cards to the Minsei-iin, Standing Minsei-iin and Minsei Kan Chief asking them to come to the ward office where the ward chief issues the certificate of release to the Minsei-iin, while others called in acts as witnesses.
- c. He then proceeds to plan for the Minsei-iin nominating committee meeting asking the members to bring in a list of candidates and data concerning each.
- d. About one resignation occurs in three months. Last year there were four (only Kanda Minsei Kan area).
- e. Attends Child Welfare Council meetings once in three months as a rule. He keeps minutes for this council. As asked he attends mothers' clubs and women's club meetings.

SUBJECT: Adm Review of Chiyoda Ward's Welfare Office

16 June 1950

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- c. He then proceeds to plan for the Minsei-iin nominating committee meeting asking the members to bring in a list of candidates and data concerning each.
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- e. Attends Child Welfare Council meetings once in three months as a rule. He keeps minutes for this council. As asked he attends mothers' clubs and women's club meetings.

SUBJECT: Adm Review of Chiyoda Ward's Welfare Office 16 June 1950

f. After consulting with division chief and section chief he makes child welfare plans and contacts police, Jido-iin, etc.

g. Handles all application report forms under article 30 of Child Welfare Law (children living with persons outside fourth degree of relationship). Have 40 such cases now. The guardian of such children come directly to the Ward Office where they are issued the application report form. After filling this out at home they bring it to him with their seal thereon. These forms are addressed to the Governor. Only one copy is secured. Then a home investigation visit is made by child welfare official. On about 1/3 of these cases he accompanied the child welfare official during the home investigation, to check accuracy of application report. No written report on investigation is kept. If case is a violation of Child Welfare Law, the child welfare official refers child to the center or sees the child is returned to his own family. The application form on cases which are violations are destroyed and no record is kept in the ward. The child welfare official, however, prepares a written report to the child welfare center.

h. On the application reports which are not violations, he prepares a quarterly report to the Governor.

i. No one follows through on whether there is any change in these cases as. The families are supposed to report any changes. No such report has been received on any of their 60 cases.

j. In case of special child welfare investigations such as was done on 15 June (see Inclosure No. 1) he spoke with the Jido-iin at the last Minsei Kan council meetings and asked their co-operation in completing the survey.

k. Contacts nurses in the day care center whenever any special program is planned for children. The chief nurses keeps records of center. Eligibility for admission to nursery has been handled by Mr. Murakami and as now being transferred to Mr. Kataoka.

8. Interview with Miss Iijima:

a. Responsibilities and duties concern occupational loans, distribution of relief goods, protection of repatriates, special financial services, repatriation of foreign nationals to their homes and law for the disabled.

b. As she receives the notice that allocation for loans has been received she prepares draft for calling of examination committee.

c. All applications for occupational loan comes to her. Persons in Kanda area receive the forms from her and then return them to her on completion. She and other division staff members (anyone of four others) then investigates the case sometimes with the Minsei-iin. However, an interview in the office precedes the field investigation.

Inspection Slip on Needy Children

As of 15 June 1950

Incl 1/4

Mark of City, Town or Office	No. for district		Inspector's name		
Name of child	(can be kana)	sex	1. M. 2. F.	Date of birth	age
Type of child	1. Maltreated child. 2. Delinquent juvenile. 3. So-called idiot. 4. Crippled. 5. Child necessary to place at Day Nursery because parent go to work. 6. "Disease" because of parent's. 7. Child boarding at other's for attending school. 8. Child employed and boarding in others. 9. Child boarding because of reason in 7 or 8.				
Guardian	1. Real Fa. & Mo. 2. Step Fa. & Mo. 3. Only real Fa. 4. Step Mo. & Real Fa. 5. Only. 6. Real Mo. & Step Fa. 7. Step Fa. only. 8. Step Mo. only. 9. Brother Sister. 10. Relatives. 11. Other.				
Economical condition of guardian	1. Recipient of DLSL. 2. Not recipient of DLSL but has no surplus. 3. Has surplus.				
Necessary protection judged by inspector	1. Guidance of Jido-iin 2. CW Official's Guidance 3. Consultation & test by Jido Sodenjo 4. Needy to place in institution 5. Guidance of Health Center 6. Assistance for employment				

B A C KNotice for Writing

1. Handle this slip strictly confidential, and never publicize its content. The content shall be accurate.
2. The age shall be full age.
3. Except name and age, put 0 mark for the items corresponds.
4. "Type of Child" and "Necessary Protection", put 0 mark for the item corresponds, if item is more than two, put mark for main part.
5. For "Guardian" of children correspond to 7, 8 and 9 of "Type of Child", write the guardian of children's house, not boarding place. If the boarding place is guardian, remark it in "other" column. If child has not his house and boarding house is not guardian, do not write in any column.
6. As to 4 of "necessary protection", regardless of institution which can be used, write the judgement of inspector.
7. As to judgement for "Type of Child" conform to the following.
 - a. Maltreated child - child without guardian, or cruelly treated with guardian or treated as obstruction.
 - b. Delinquent Child - child who cause trouble to neighbors because of misbehavior or the family feels difficult to control.
 - c. So-called idiot - Due to low I.Q., the child who does not attend school or difficult to attend.
 - d. Crippled - Has disability due to priori or posteriori cause (deformity, anaesthesia, amputation, calless, or joints inflammation)
 - e. Necessary to be placed at Day Nuresery - Child being considered necessary to be placed at Day Nursery due to parents working or disease.
 - f. Child boarding at others - Child who lives in the house other than parents, brothers and sisters, grand parent, grand uncle or aunt, great grand parent, uncle, aunt, cousin, nephew and niece.

PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

RJA/ml

8 June 1950

MEMO FOR: Record

SUBJECT: Visit to Tokyo To Welfare Bureau 28 March 1950

1. At 0940 hours on 28 March 1950, the undersigned welfare officer and Mrs. T. Obana (JN), advisor, met with the following welfare officials: Mr. Miki, Chief of Bureau; Mr. Sekioka, Chief Protection Section; Mr. Momata, Guidance Division, Protection Section; Mr. Imaizumi, Protection Division, Protection Section; Mr. Fujii, Statistics Section; and Dr. Kageyama, Liaison Section.

2. The Bureau submitted copy of its answer to Ministry Sha-Otsu-Hatsu #7 of 19 January 1950, requesting report of progress on the implementation of Hatsu-Sha #72. In its answer, the Bureau pointed out that the paid officials' jobs must be conceived of as being composed of three parts:

- a. Interviewer
- b. Home visitor
- c. Clerical

and that a thorough re-training would be necessary to accomplish the aims of the program.

3. The procedure for securing a grant above the minimum level contained in the 11th revision, it is necessary for the applicant to file a separate written application which then requires a separate investigation and a separate entire record of the family situation on the various and assorted forms normally used. This entire double record must then work its way upward through the ward office to the bureau. Because of this, in the past fiscal year, there have been exactly ten such applications forwarded.

4. The Tokyo To Personnel Section of the General Affairs Bureau has authority over the ward personnel only in terms of setting quotas, with the exception that the ward chief must secure the concurrence of the Personnel Section in the appointment of ward section chiefs. The Personnel Section can also strongly recommend appointments for positions below section chief, but the ward is not compelled to follow these recommendations. In case of illegal actions by personnel at any level, the Personnel Section can step in and take control. But in case of incompetent performance; for example, ~~Chief~~ of Minsei-Jimusho, if the ward refuses to remedy the situation, there is nothing that either the Personnel Section or the Welfare Bureau can do. The Personnel Section is

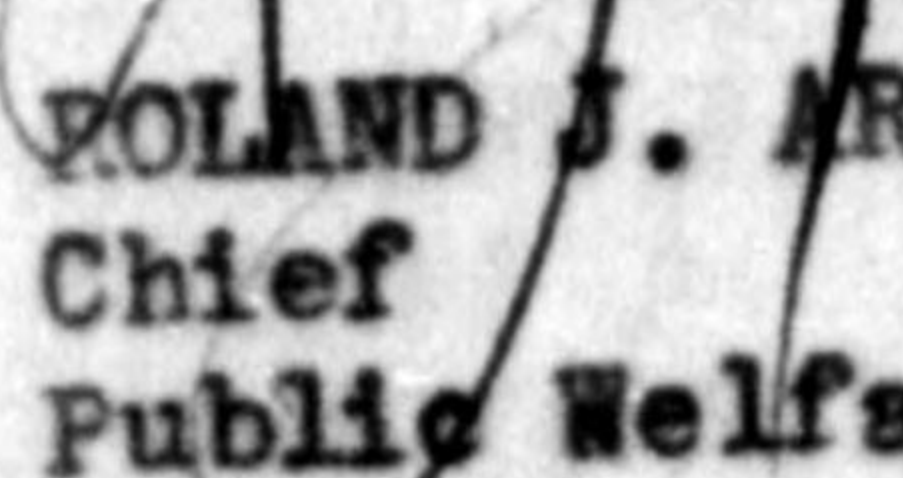
SUBJECT: Visit to Tokyo To Welfare Bureau 28 March 1950

8 June 1950

concerned in the Gun-District offices only with the appointment of the section chiefs and Gun chiefs. It has no authority of any nature in the three cities of Tokyo To.

5. In the question of the relationship between the Minsei-iin and the health centers in the operation of the Eugenics Law, the Minsei-iin are not responsible to the Minsei-Kan or Minsei-Jimusho, nor to the Minsei-iin Council, except in cases of pregnancy caused by rape, and this because of the research activities of the Minsei-iin Council. There are no written instructions in this area; usually, however, the Minsei-iin reports his Eugenics case both to the Welfare Office and to the Minsei-iin Council. When a non-living aid recipient applies to the welfare office for a eugenics operation, they are interviewed and investigated for eligibility under medical aid. If found eligible, they are given a medical ticket. If they are declared ineligible, they then return to Minsei-iin who then write their opinion for exemption from payment above absolute minimum cost by private physicians.

6. Daily Life Security Law funds from the Ministry to Tokyo To are sent quarterly following a request from Tokyo To which is due in the Ministry by the middle of the month previous to the quarter. These funds usually reach Tokyo To by the 10th of the first month of the quarter. Tokyo To has sufficient funds of its own, however, that this 10-day delay does not further delay the funds being sent down to the wards. The wards are required to submit a monthly estimate by the middle of the month for the following month, and Tokyo To sends money down to the wards on this request by the end of the month with instructions that grant payments must be made by the 5th of the month. Welfare officer emphasized the need for strict and accurate control over the time of these transfers of funds, so that the payment date to the recipients can be stabilized to the point where the time and paper and money now expended in sending out individual notices for irregular pay dates can be saved, as each recipient would know that on a certain day of the month he will receive his grant payment.


ROLAND J. ARTIGUES
Chief
Public Welfare Section

PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

RJA/ml

8 June 1950

MEMO FOR: Record

SUBJECT: Visit to Tokyo To Welfare Bureau on 7 April 1950

1. At 0945 hours on 7 April 1950, the undersigned welfare officer and Mrs. T. Obana (JN), advisor, met in conference with the following Japanese officials: Mr. Miki, Chief of Bureau; Mr. Sekiota, Chief, Protection Section; Mr. Tsukamoto, Investigation Division, General Affairs Section; Mr. Gomi, Investigation Division, General Affairs Section; Mr. Momato, Guidance Division, Protection Section; and Dr. Kageyama, Liaison Section.

2. a. The budget for the coming fiscal year has been completed and is now in Assembly and will be voted on tomorrow. The item for in-service training, along with many other items, has been stricken out of this initial budget and will be passed in a May supplementary budget. This is due to the indecision regarding local taxes. The present budget includes only those items which were felt to be absolutely essential to continuing operation and had been budgeted for the entire year. This decision was made by the Chief of the Budget Section who made the decision for all bureaus. The budget for Minsei-iin in-service training has been included because it had been an activity in the past; whereas, in-service training for paid officials is a new operation. Analysis of budget in comparison with last year's budget is attached.

b. Significant items in the new budget are:

- (1) Reduction of about 220,000,000 yen (17%) in appropriations for Daily Life Security Law.
- (2) Large-scale increases in appropriations for work shops and housing for various categories.
- (3) Large sums setting up various loan funds to various categories of persons.
- (4) Large sums for expansions in facilities and programs in the Tokyo To alms house.
- (5) Increase in sums for construction of facilities for vagrants.

3. a. The officials reported in answer to the previous inquiry by Civil Affairs regarding the ceremonies held in connection with the annual Minsei-iin conference in Tokyo that such conference has been held annually but, as 1950 represented the 30th year of the existence of the Minsei-iin Federation, there was an extra celebration. Because

SUBJECT: Visit to Tokyo To Welfare on 7 April 1950

8 June 1950

of this anniversary and because the Minsei-iin are about to undergo a change in status, a particularly good party was planned as farewell and commemoration. The money for this came out of Tokyo To Emergency General Funds and was not taken from welfare appropriations.

b. The officials advised that Mr. James, Acting Chief of Welfare Section, Kanto Civil Affairs Region, had called at the Bureau to raise questions about the expenditure of funds on the Minsei-iin party. A few days previously, Mrs. Sugino (FN), welfare advisor, Welfare Section, Kanto Civil Affairs Region, had come to the Bureau on private business and had warned the officials that Mr. James was concerned about the Minsei-iin party and that he was discussing it with higher headquarters. They also said that on many previous occasions, Mrs. Sugino had called at the Bureau to give advance information about impending Civil Affairs activities.

c. The Ministry had raised the question with the Bureau about the 4th of April saying that it had received an inquiry from GHQ. A report was submitted by the Bureau to the Ministry explaining the occasion of the party and the source of funds.

d. Later in the conference, Mr. Shimaoka, Chief, Children's Bureau, and Mr. Sekine of the same bureau, entered the room and requested clarification on the situation of the Red Cross children's institution which had been the subject of conversation between Kanto Civil Affairs and the Bureau. They advised that the infants' homes take care of children only up to one year of age and orphanages restrict their admission to children from six years of age up. It is very difficult to place a child in an institution between the ages of two and six. About mid-March, Mrs. Sugino (FN), advisor, Welfare Section, Kanto Civil Affairs Region, called at the Children's Bureau, advising that she had been sent by Kanto Civil Affairs Region to find out Tokyo To's opinion about the proposed Red Cross institution, and she talked with Mr. Sekine. He reported to her and wished to report to welfare officer that over a year ago when the Red Cross first proposed the establishment of this institution that Tokyo To agreed. Tokyo To discussed the matter with the then Tokyo Civil Affairs Team. Approval was not given on the grounds that Red Cross work was medical, and not child welfare. Four or five later attempts were made to secure Tokyo Civil Affairs' approval, but without success. Tokyo To maintained then, and continues to maintain, that the Red Cross by-laws include children's work and that the Red Cross already have other infants' homes. Tokyo Civil Affairs Team advised on each occasion that PH & W, GHQ, SCAP, was in agreement with the team opinion and would not give its approval either. Mr. Sekine further stated that the Red Cross then went direct to PH&W, GHQ, SCAP, and Tokyo To heard nothing more about it until this last inquiry by Kanto Civil Affairs Region. He said that the building under discussion had been constructed even before the first approach by Tokyo To to Tokyo Civil Affairs Team. All infants' homes are filled to capacity and cannot take children above the age of two. The Children's

SUBJECT: Visit to Tokyo To Welfare Bureau on 7 April 1950

8 June 1950

Bureau would like very much to secure approval. About two weeks ago, Mr. Sugiyama of the Red Cross came to the Children's Section, saying that he had been to PH&W, GHQ, SCAP, seeking approval and had been advised that SCAP was no longer interested in the matter; that the decision was to be made by Tokyo To, and that Kanto Civil Affairs Region had been advised to the same effect. The Children's Bureau officials requested of welfare officer the present attitude of Kanto Civil Affairs Region. Welfare officer advised that it was his opinion that the matter was strictly one to be settled by Tokyo To without consultation with Civil Affairs.

Roland J. Artigues
ROLAND J. ARTIGUES
Chief
Public Welfare Section

PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

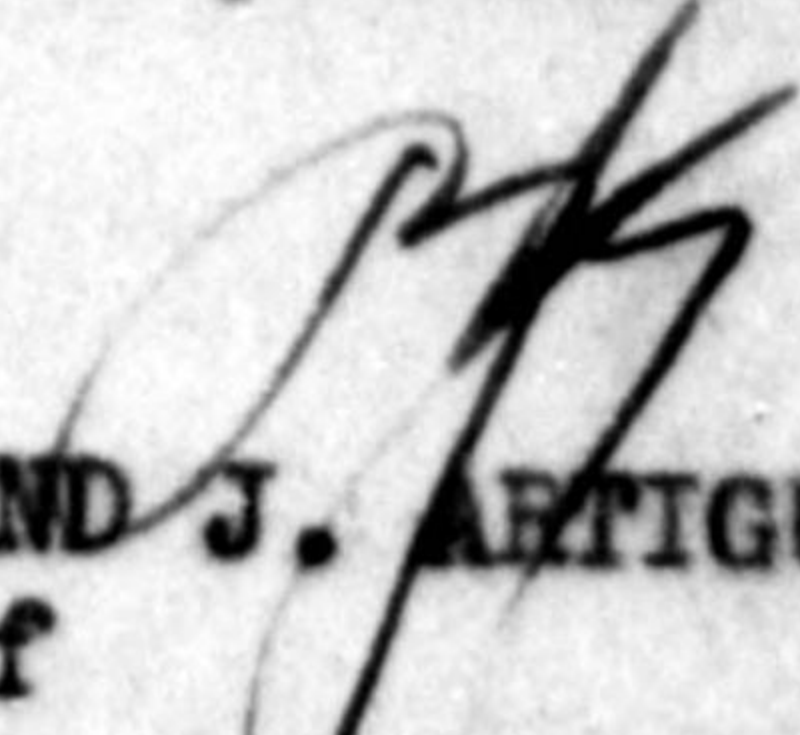
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8 June 1950

MEMO FOR: Record

SUBJECT: Visit to KaCAR Office of Tokyo To Welfare Officials

1. At 1340 hours on 7 June 1950, the undersigned welfare officer and Mrs. T. Obana (JN), advisor, had conference with the following Japanese officials: Mr. Sekioka, Chief Protection Section; Mr. Nomata, Guidance Division, Protection Section; Mr. Imaizumi, Protection Division, Protection Section; Mr. Gomi, Investigation Division, General Affairs Section; and Mr. Sakurai, Relief Division, Protection Section.
2. It was finally cleared that Tokyo To Welfare Bureau would be able to furnish requested statistics monthly on repatriates. In a previous meeting, it had been indicated that it would not be possible, but welfare advisor pointed out at this meeting that the procedure being used by other prefectures in gathering this information.
3. The remaining forms which had been revised as a result of the administrative reviews made in Tokyo To were reviewed and approved. They will now be printed for distribution and submitted to the local offices and wards, along with the manual of procedures which had also been developed following the administrative reviews.
4. In connection with Article 11 of the revised Daily Life Security Law, it was pointed out that recipients of living aid are limited in the minimum standards of allowances to ¥70 a month for rent; however, when an applicant applies under the provisions of the new law for housing aid only, then an allowance of up to ¥140 can be made for rent payments. This has not yet come out in an official directive, but has been decided upon and the Bureau officials had been advised informally by the Welfare Ministry. The implications of this were discussed by welfare advisor in which he pointed out that there was a danger that the officials would tend to either restrict or encourage applicants to apply specifically and only for housing aid, education aid, etc, and that these factors only would be considered. The total family situation in terms of total needs and total income available must be thoroughly reviewed in each application. The Bureau officials said that they would prepare a written interpretation on this point in an attempt to prevent the occurrence of undesirable practices.



ROLAND J. ARTIGUES
Chief
Public Welfare Section

70610
PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

AHK/mn
Rec'd: 22 June 1950
Typed: 23 June 1950

22 June 1950

MEMORANDUM FOR: Chief of Public Welfare Section

SUBJECT: Field Trip to Tokyo-To - Welfare Office of Chiyoda
21 - 22 June 1950.

1. The undersigned Welfare Advisor, Annabelle H. Kent, and Noboru Koyama (JN - on 21 June) and Reiko Masumoto (JN - on 22 June), conferred with the Chiyoda Ward welfare officials in order to complete the inspection part of the administrative review of this ward's welfare program.

2. Mr. Morita, chief of the Guidance Division of Tokyo-To Welfare Bureau, was present on the above dates.

3. Continuation of Interview with Miss Iijima (see report of 16 June 1950):

a. Handles matters concerning distribution of IARA supplies to the Kanda Minsei Kan by preparing allocation lists and then securing reports on distribution. The ward distribution committee (standing Minsei-iin and chiefs of Minsei Kan and Kojimachi welfare operation) is consulted prior to preparation of allocations.

b. On the special funeral service which is also handled in the Registration Division, she keeps the monthly report on number who received certificates for the special funeral service rate of 4,350 yen. This service is available to non-recipient families. Ordinarily private costs range from 10,000 to 45,000 yen. The service was started about one year ago when Tokyo-To made a contract with the Funeral Service Association.

(1) There is no eligibility requirement. Applicant goes directly to the Registration Division, where he is interviewed and receives the funeral service card, along with the list of funeral service establishments that provide the reduced rates. Since the Registration Division is in the Ward Welfare Section, Miss Iijima receives a report on the number of such certificates issued each month and then forwards same to Tokyo-To Welfare Bureau. Between 11 and 17 such certificates are issued a month.

c. Handles matters concerning repatriation of persons to

their homes, such as Koreans returning to South Korea. There are one or two such persons a month. She gives each such person a referral slip to Tokyo-To Liaison Office. After the approval for repatriation is received, she sends person a notice to come to the ward for the approval and advises them regarding baggage limitation.

d. Handles matters concerning the disabled on basis of special temporary arrangements on part of Tokyo-To, she issues disabled persons who bring a doctor's certificate verifying a disability, a slip for reduced transportation costs. The procedures for handling these cases according to the Enforcement Ordinance have not yet been sent down from Tokyo-To because of the lack of budget and because no designated physicians have as yet been appointed. Since April 20 disabled persons have requested reduced transportation costs and all have been approved. Thus far neither Kojimachi or the Minsei Kan have been involved on matters concerning the disabled.

e. Miss Iijima spends about one-half days a week in the field on investigations and visiting families on either occupational loan matters or informing families of the death of non-repatriated persons.

f. She also spends about one or two hours a day assisting on the Red Cross campaign (calculation of funds received from the drive).

4. Interview with Mr. Niki:

a. Handles matters concerning the disaster relief planning, operation of ward disaster relief corps, and coordinates activities with volunteer groups.

b. Handles all business matters concerning Red Cross drive for funds for Kanda area. The ward chief is chairman of Chiyoda Red Cross Committee - under this committee there are 54 volunteer groups, each has its own elected chairman. Each sub-group chairman brings in funds collected to Mr. Niki. He then places these funds in safe of Chiyoda Credit Association (located in the ward office) and later takes the money to the Tokyo-To Red Cross Branch Office.

c. Red Cross goal for Kanda area is 850,000 yen and thus far 830,000 yen has been collected. Although the drive officially ended 31 May 1950, collection will continue through the end of June. About 60% of Mr. Niki's time is being spent on Red Cross activities.

d. During Community Chest drives, Mr. Niki handles all accounts and business matters of this drive for the Kanda area.

e. On consumer's livelihood cooperatives he handles all papers concerning their approval, and gives guidance to the 13 consumer's co-operatives in the area.

f. He inspects welfare institutions in Kanda area on average of once in two months in accordance with the Welfare Bureau's requests. Also collects institutional reports which are submitted to the Welfare Bureau.

g. He also handles matters concerning accidents to persons caused by the Occupation Forces. Has had none in four months.

h. On matters concerning social work association, he includes organization of volunteer groups of Red Cross, and giving guidance to Juridical Protection Committees. The latter is made up of 66 Shiho Hogo Shi, also known as Seijin Hogo, who are volunteer protection committeemen. These persons follow through on discharged prisoners who may need case work services. He goes to their meetings about once in three months in order to give them ideas on future planning and to explain public welfare services.

i. Assists Miss Iijima on handling occupational loans.

5. Interview with Miss Kinoshita:

a. Handles matters concerning non-repatriates as Bureau requests investigation of non-repatriates he publishes notice for bulletin boards and informs Minsei-in. The families then come to the ward office when they are interviewed.

b. As notice comes through on the war dead a notice is sent to family member to come to the ward. The section chief then hands over certificate to family. Has about two or three of these a month.

c. Each month sends reports on repatriates to Bureau. Checks Registration Division records for this data.

d. Handles matters concerning family allowance for non-repatriated persons. A survey was made on this in 1947. Since then other families in Kanda area come in to apply for allowances and in these occasions tells the family to submit reports for allowances, which he forwards to Welfare Bureau. 21 families in Kanda area are now receiving these allowances.

6. Interview with Mr. Murakami:

a. On receiving referral mostly from the police, he secures transportation (ward car) or takes public transportation to take the person to designated hospitals in Kitatama-gun. Also secures medical card from Kanda Minsei Kan. If the person has to remain in hospital over a month, he arranges for Minsei Kan to issue additional medical cards. One such case has been in hospital since September 1949.

b. On deceased wayfarers, on receiving notice from the police,

he has police transfer corpses and examination sheets to him. He then asks the Registration Division to issue burial approval. Then takes procedures under DSL for paying cost of cremation. If relatives later claim ashes, they are referred to police to secure permit and told where ashes are buried. If family is unable to pay cost, advance allowance under DSL is issued through Kanda Minsei Kan.

c. Handles an average of four ill wayfarers a month and less than one death a month. In 1949 there were ten deaths of wayfarers.

d. The mental cases are referred from the police - generally about 30 a year. If they are emergencies they are handled under DSL; if not, under Mental Patients Law.

e. Handles placement of adult vagrants in private institutions. Abandoned children are referred to child welfare center. On runaway children he tries to locate families and the child is temporarily placed in shelter of Kojimachi Child Welfare Center.

f. Also investigates financial ability of relatives to assist under DSL on out of city inquiries. In May had three such inquiries.

7. Interview with Mr. Inoue:

a. By the 10th of every month he collects the medical bills submitted by hospitals, clinics and doctors and submits them by 16 of month to the Physicians' Association Committee, which reviews the bills. He attends these meetings. If there is any doubt or question about bills, he then contacts the medical source or sends them a postal card. If they have not appealed or questioned the change within ten days the amount decided by the Physicians' Association review stands.

b. By the third day after the Physicians' Association's review of the bills, he prepares list for payment by Accounts Section and notifies the vendor when to call for funds.

c. Collects all dental bills and submits them to the Tokyo-To Dental Examining Council. After decision is received he sends instruction to each for any necessary correction and notifies dentists when to call for payment at the Accounts Section.

d. The bills he handles concern Kanda area.

8. The total caseload of May 1950 for Chiyoda area is estimated as follows:

a. DSL	437
b. Wayfarers	11
c. Adult vagrants	23

d. Child welfare	173
e. Disabled adults	11
f. Occupational loan	103
	<hr/>
	808

9. The original figures on the DLSL load for Chiyoda was incorrect because of an error on medical aid cases. Correct figures are listed on Inclosure 1.

10. For list of cases as presented by Chiyoda Ward, see Inclosure 2.

2 Incls
As indicated above

ANNABELLE H. KEET

CHIYODA WARDSurvey on the No. of Cases Handled Other Welfare Work Than DSL

No. of cases handled - Child Welfare	<u>173 cases</u>
No. of cases handled - The wayfarer (the dead & patients)	<u>11 cases</u>
No. of cases handled - The vagrants and runaway	<u>23 cases</u>
No. of cases handled - The disabled	<u>11 cases</u>
No. of cases handled - The repatriates, undemobilized, and care taking family	<u>76 cases</u>
No. of cases handled - The occupational funds	<u>33 cases</u>
	(103 Actual members)
No. of cases handled relief in kind All of these are DSL cases	103 cases (exclusive of LARA clothing station)
No. of cases handled - The loan for Over-sea Public Office	<u>65 cases</u>
No. of groups contacts of the Red Cross Service Association	<u>35</u>
No. of contacts on the Red Cross Campaigns	<u>192</u>
No. of contacts with the Consumers Co-operative Union	<u>5</u>
No. of cases handled for the Spanish funeral Special expenses for people in Tokyo-To	<u>12 cases</u>
	<u>Total 739 cases</u>

Encl 9/8

CHIYODA WARD

TH/m/m

1. HSL

a. Actual result of protection for the latest month (May 1940)⁵⁰

b. Condition of Aid under Art. 18, 19, and 21, of the law

* No. in the parentheses, indicates the no. of family and person assisted the duplicated aid.

Classification ..	Family	Person	Grant	Per recipient
Living Aid	326	899	¥22,205	¥692
Medical Aid	238 (77)	285 (104)		
Maternity Aid				
Occupational Aid				
Funeral Aid	2 (2)	2 (2)	¥2,800	¥1,400
Total	566 (79)	1186 (106)	¥25,005	

Note:

In the column for Medical Aid

Family; Revise 199 (70) into 238 (77)

Person; Revise 235 (89) into 285 (104)

In the column for Funeral Aid

Family; Revise 2 (1) into 2 (2)

Person; Revise 2 (1) into 2 (2)

Encl 29

7okyp
PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

MCW/jo/tu
Rec'd: 27 June 1950
Typed: 29 June 1950

26 June 1950

MEMORANDUM FOR: Chief of Public Welfare Section

SUBJECT: "Spot check" on client in Chiyoda-ward, 20 June 1950.

1. Persons: Welfare Officer, Miss M.C. Wyckoff, accompanied by Interpreter Mr. M. Yamanaka.

2. Purpose of Visit:

- a. To determine accuracy of case recorded material.
- b. Adequacy of assistance and guidance to client by case worker.
- c. To use, if need be, findings if inadequate as a means of in-service training for case workers.

3. Summary of Contact: The case that was selected was a medical aid case. The following information was obtained from applicant's mother Mrs. Toku Obata:

a. Case Name:

Obata, Toku

Applicant divorced. Married name was Mrs. Shoichiro Danseko. Woman has been divorced for seven years and has not remarried. She has resumed her maiden name, which is the same as her mother.

Woman has two boys (by Mr. S. Danseko), 13 and 7 years of age. Children are living in the country with her brother Mr. Yoshikuni Obata (Tochigi Ken). Woman is living in the home of her mother, Mrs. Toku Obata, who is a widow.

Health Condition: Woman since the delivery of her last child, has developed a nervous condition; from which she has never recovered. She has consulted and received treatment from various doctors in the area, but still her condition has not improved. Doctors at the Kuho hospital (Tokyo) recommended that she be hospitalized for a two month period. Due to

SUBJECT: "Spot Check" on Client in Chiyoda-ward. 26 June '50

financial conditions in order to receive care in the hospital it was necessary for her to seek assistance. Prior to her commitment to the hospital she has not been bed-ridden but finds it necessary to rest a great deal.

Employment: Women, due to her physical condition has been unable to take full time employment, she has been however doing piece work in her home for a book making company the "Kokumusha" Co. She earns approximately 60 yen per day (for folding and pasting 2,000 papers). Monthly earnings average 500 yen as she is only able to work about one half of the month.

Income: Woman has no other income. She does not receive any support for her children from her former husband, as he has remarried.

Relatives: Mrs. Toku Obata (woman's mother) owns her home and her means of livelihood is through renting rooms. She rents 5 rooms to students and merchants. Four rooms at 500 yen per month and one at 800 yen per month. Roomers cook their own meals and share the cost of utilities. Woman's father is dead, the only other living relatives are woman's brother, Yoshikumi Obata who is married and is a farmer and supporting woman's children. Mrs. Obata's (mother) sister owns the farm on which woman's brother is working. None are able to give financial assistance.

Application: Applicant, or family, has never applied for public assistance before (medical aid). Through the Minsei-in in the area they learned that they might apply for medical aid. Mother, Mrs. Obata stated she and her daughter (applicant) were interviewed by the Minsei-in. Mrs. Obata when further questioned was not sure whether it was the Minsei-in or case worker. She was not familiar with such a title, nor was she sure whether interviewer was from the ward office. Application was made at the beginning of June (exact date she did not recall) to the Minsei-in. One week prior to the 15th a detailed investigation was made. On the 14th of June, woman received medical aid ticket at the Welfare Office. On the 15th of June woman was placed in the hospital.

As only 5 days have elapsed since hospitalization, it is too early to determine the outcome of her condition.

Mrs. Obata stated that neither she or her daughter had any other problems or requests. Although her income is

SUBJECT: "Spot Check" on Client in Chiyoda-ward. 26 June '50
very small it is sufficient for her livelihood.

b. As a result of the foregoing interview the following conclusions may be made:

- (1) Prompt action was taken as to issuance of medical aid.
- (2) A further check should be made as to case workers informing clients they are part of the staff of the welfare office.
- (3) Community should be better informed as to the assistance offered by the welfare office.
- (4) Also a recheck of case record will be made to see whether it was the Minsei-in or case worker that did the actual interview and investigation.

Mary C. Wyckoff
MARY C. WYCKOFF

2

ADMINISTRATIVE REVIEW

Place: Welfare Bureau, Tokyo-to

Date: 28 February 1950 (09:30-12:15)

Subject: Conference for review of findings of review of Motogi Minsei-kan

Participants: KACAR: Roland J. Artigues, Welfare Officer

Mr. Yoshida (J.N.) - Interpreter

Welfare Bureau:

Mr. Miki, Acting Chief

Mr. Sekioka, Protection Section Chief

Mr. Shimaoka, Children's Section Chief

Mr. Saito, Livelihood Section Chief

Mr. Tsukamoto, Investigation Division, General Affairs
Section

Mr. Momata, Guidance Division, Protection Section

Mr. Ogino, Child Welfare Division, Children's Section

Mr. Yamashita, Protection Division, Protection Section

Dr. Kageyama, Liaison Officer, Welfare Bureau

1. Private Workshop in Motogi Minsei Kan:

a. During January 1950 this private workshop was taken over by the Welfare Bureau to be operated as a public agency. A copy of the written order effecting the take-over will be furnished the Welfare Officer. No money payment was made to the Prevocation Association; and all personnel so desiring were retained, but all base salaries were reduced to put them in line with prevailing To wage schedules. The officials said that they were aware of the violation as the Economic Stabilization Board had directed that subsidies to private agencies be discontinued. There are no other private workshops located in public buildings; and no money payments other than those authorized by the Child Welfare and Daily Life Security Laws are being made to private agencies, except, under approval of the Welfare Ministry, to 4 rehabilitation homes for prostitutes.

b. A copy of the ministry directive and details of the subsidies will be furnished the Welfare Officer. All of the officials now understand that Hatsu Sha 19 of 1948 and 4 of 1949 apply to all private agencies, and that there are no public employees rendering services to private agencies.

2. Article No. 8 of DLSL Enforcement Ordinance No. 38:

a. The discussion of the differences of opinion between the Welfare Officer and the bureau officials on the interpretation of Article 8 of DLSL

Enforcement Ordinance No. 38 of 1946 brought out that in addition to viewing this article to cover the absence of applications in rejections, it was also being used in cases receiving assistance when it was deemed better not to have a formal application. Illustrations were, "compulsory relief to the wife and children of a drunker father; and when the mother in a widowed household was too ignorant.

b. The bureau officials are now in agreement that Article 8 is intended to cover the granting of emergency assistance without prior formal application, to be followed after the emergency period by the complete procedure. They made reference to the draft of the proposed revision of the DLSL, which was sent by the Ministry. Article 25 spells out in full detail the above interpretation. The discussion that followed indicated the acceptance of this interpretation.

c. The volume of applications that will require processing and maybe field visits as a result of the above interpretation was discussed. The officials felt that "outrageous demands" should be rejected without further investigation. Prolonged discussion brought the thinking of the group to the point where the Welfare Officer could summarize the agreement as follows:

- (1) Persons coming to the welfare office will vary in their clarity of purpose. Some will be convinced of their need for assistance, and their situation will confirm this need; others will also be convinced but their situation might not be so clear and evident as to their need; still others, equally convinced, but clearly not eligible, will apply in honest error. Some will be demanding even in the face of ineligibility.
- (2) There will be those who come who do not know enough about the law and its provisions to know if they are eligible, or who do not know if they really want assistance. Some of these will be obviously eligible, some not so obviously, and others will easily realize that they are not eligible, or will decide they actually do not want assistance.
- (3) The function of the intake application interviewer is to receive all persons, explain briefly but fully the basic eligibility factors, secure the relevant facts about the applicants situation, including analysis of needs and income in relation to his eligibility, and reach a decision, on the facts, that will be as evident and logical to the applicant as it is to the interviewer.
- (4) Those applicants that are obviously, and without a doubt, ineligible and those who in reality were only seeking information can be rejected at the completion of the application interview - as long as the applicant has been given a clear statement of the basis of the rejection.

- (5) All facts brought out during the application interview (especially basic family data and budget material) should be reduced to writing - and the records preserved to permit review and analysis and justification for official action taken.
 - (6) In all cases, a formal written notice of rejection must be issued, after the local welfare chief has reviewed the situation. This review is important as it enables a second, and more detached, appraisal of the facts. The original decision may be revised, and the application sent to a field worker for more detailed investigation.
 - (7) The purely informational requests need not be classified as applications, but should be recorded in a day journal by name and nature of information sought. Extreme care must be taken that such requests are properly classified as informational and that the procedure not be used to "bury" actual, legitimate requests for assistance.
- d. The above statement (c) represents the agreement of minds on the clarification of the interpretation of Article 8 of Ordinance No. 38. The officials indicated steps would be taken to revise the current practice.

e. Medical Aid Applications:

- (1) Medical aid applications are considered by the officials to be extremely involved, and doubt was expressed regarding the applicability of the above procedure. As no specifics were advanced the Welfare Officer requested a detailed description of the present practice. This was given, but with later revisions, and during the description several subordinate officials were summoned to the conference to furnish specific data about policy and procedure. The officials were frank in expressing apprehension in the handling of this program because of the great influence and prestige of the medical profession. They also indicated that they were distrustful of the ethics of the doctors, pointing out several various aspects of the procedures as being primarily directed to attempts to control abuse of the system. It was stated that the main source of income of most doctors is the National Health Insurance, Health Insurance, and the Medical Aid programs.
- (2) a When a person applies for medical aid assistance, it was at first stated that the interview was very brief, and that it was not considered an application. The person was always given a form, "Written Request to Doctor". The person then went to the doctor who conducted the diagnostic examination and if necessary began the treatment. He also

entered on the form an estimate of the cost. This cost included both the routine fee for initial consultation and for the treatment itself. The form was then returned to the local office, at which time the formal application was made.

- b At this point the application could be rejected in relation to the estimated cost and the family economic situation, or a field investigation decided upon. If rejected, either here or after the field investigation, the applicant would be responsible for paying both the initial consultation fee and the treatment fee. In approved cases only was the initial consultation fee the responsibility of the Medical Aid program.
- c (1) A later revision, correcting the above, indicated that rejections are made at the first contact, that some persons are refused the form, "Written Request to Doctor". It was estimated that these rejections are about 5% of the total. These rejections are only on "obvious" cases and are seldom recorded as they are not actually considered to be applications. A typical "obvious" case was a farmer with T.B., who owned 2 tan of land (3/4 acre) and 2 additional rent houses. As the monthly cost in a hospital for the treatment of T.B. was \$6,000.00 it was decided that the farmer had sufficient disposable assets to pay for the costs. This situation was recorded, as because of the long time implications of T.B., all applications involving this disease are fully investigated and recorded.
- (2) Another later correction advised that the welfare office is responsible for the payment of the initial consultation fee in all cases and for this reason rejections must be made in some cases at the initial request.
- d After the field investigation and approval a form, "Medical Ticket", is given to the applicant. At the end of each month the doctor submits the filled in forms to the ward office for payment, but only after the patient has reviewed and "sealed" each item of treatment to certify its accuracy. At first it had been stated that, 1) the doctor gave the form to the applicant, who returned it to the issuing office; 2) that the doctor submitted the form to the Medical Association, which then sent it to the ward office for payment. For those cases in which treatment is not completed in one month another "Medical Ticket" is issued by the local office.

- e In the ward office, since January 1950, there has been a Medical Investigation Committee composed of 7 physicians from the Medical Association and public hospitals. This Committee reviews all Medical Tickets for validation of the honesty or accuracy of the treatment given in relation to the illness. Any doctor's monthly bill exceeding ¥500,000.00 automatically is forwarded to the Tokyo To Medical Investigation Committee. This is done because a doctor with such a large income is too powerful for ward officials to handle.
- f (1) Applications for Medical Aid from families who are not receiving public assistance, in the 23 wards, never are enrolled in National Health Insurance. Families with Health Insurance are automatically ineligible, as Health Insurance will pay all costs. However after Welfare Officer asked about a dependent of a Health Insurance family which was unable to pay the $\frac{1}{2}$ cost, the officials replied that such a case would be eligible, but they would be rare - not exceeding 2 to 3 per 300 cases. Practically all of the Medical Aid applications in the wards have no insurance of any kind.
- (2) Outside of the wards it was estimated that there is National Health Insurance coverage in about 60% of the area. In this covered area National Health Insurance pays $\frac{1}{2}$ of the costs of Medical Aid, with the family paying what it can and Medical Aid the difference, or all of the $\frac{1}{2}$ if the family can pay nothing. This sharing of cost to the extent of the family's capacity is true in all Medical Aid cases.
- (3) The welfare bureau does not have statistical data showing the percentage of Medical Aid cases carrying National Health Insurance nor the percentage of costs being met by the family's own resources. The statement was offered that the local offices did however have that type of information. The bureau agreed to cooperate with Welfare Officer in the preparation of a schedule to survey the Medical Aid situation at a later date. The Investigation Division of the General Affairs Section has made a survey of 200 Medical Aid cases in the wards, copy of which will be sent to Welfare Officer.
- g. Applications for Medical Aid from families already receiving public assistance are also given the form, "Written Request to Doctor". Upon its return with the cost estimate a decision is made regarding the need for an investigation. If the last review of public assistance

eligibility is more than a month old an investigation visit is made before issuing "Medical Ticket" form, and the previously described procedure is followed.

3. Recommendations and Agreements:

a. The Welfare Officer pointed out that the two application visits to the office by the applicant could be reduced to one if the procedure were changed whereby the estimate forms would originate with the doctor - thereby eliminating the first visit to the welfare office - which usually resulted in nothing more than the issuance to the applicant of the form, "Written Request to Doctor".

(1) The officials countered with the following objections, of which the last two only are realistic and can be considered valid:

- a The doctors are too powerful as most of their income is from Insurance or Medical Aid programs, and therefore they would be difficult to handle.
- b Doctors could abuse system by giving unnecessary treatment. (It was admitted after discussion that, actually, abuse by unnecessary treatment can be detected and remedied only by the Medical Investigation Committee.)
- c Under the present system the doctor is more assured of being paid the initial consultation fee as the welfare office pays for all persons who are given the form "Written Request to Doctor".
- d By the same token the form "Written Request to Doctor" in the possession of the applicant assures that he will be seen by the doctor. Without it it is probable that very few poor persons would be seen because the doctors would fear they might not be paid.
- e The suggested system would enable those "obviously" ineligible persons to receive the initial diagnostic examination and commit the welfare office to the payment of the initial consultation fee.

(2) The Welfare Officer withdrew the suggestion made (See d, 3, a above) for further study and consideration of the factors involved.

b. As the Welfare Officer had commented that the practice of rejecting Medical Aid applications without a record being made was contrary to good administration, the bureau officials decided to consider the matter and prepare instructions for a revision of the procedures.



Administrative Review

Place: Welfare Bureau, Tokyo To

Date: 2 March 1950 (09:30 - 16:30)

Subject: 2nd Conference for Review of Findings of Review of Motogi
Minsei Kan

Participants: KaCAFF:

Roland J. Artigues, Welfare Officer
Mr. Yoshida (J.N.), Interpreter

Welfare Bureau:

Mr. Miki, Acting Chief
Mr. Sekioka, Protection Section Chief
Mr. Shimaoka, Children's Section Chief
Mr. Saito, Livelihood Section Chief
Mr. Tsukamoto, Investigation Division, General Affairs Section
Mr. Momata, Guidance Division, Protection Section
Mr. Imaizumi, Protection Division, Protection Section
Mr. Ogino, Child Welfare Division, Children's Section
Mr. Gomi, Investigation Division, General Affairs Section
Mr. Takanabe, Miscellaneous Division, Livelihood Section

1. Article 89 of the Constitution.

a. As an addendum to previous comments on this question it was brought out that one public official - a Tokyo To auditor - is a member of the board of the Tokyo Public Dining Hall Association, heads its finance committee, and conducts annually a detailed audit of the accounts of the Association. He functions thus to serve as watch-dog of the approximately ¥300,000.00 of public funds - a subsidy to the association when it was organized.

b. Welfare Officer expressed the opinion that the subsidy might be a violation of Article 89 of the Constitution. The officials were not certain of the legality and said the matter would be examined, reporting to Welfare Officer later. Fear was expressed, however, that withdrawal of the money by the Tokyo To might so weaken the association that it might collapse.

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2. Structure and function.

a. Welfare Officer suggested in detail a plan for rationalizing the organization and assignment of function in a local office. The elements of the plan are; division of work along lines related to carrying out the program; specific, individual assignment of activities and consequent responsibilities; and effecting clear and direct lines of supervision.

b. The discussion raised the question of the appropriate size of case loads of the field workers. The officials felt that it was not necessary to visit every family monthly - that some, whose situations had little prospect of change - could be reviewed quarterly. As no one could cite Ministry directives for compulsory monthly visits, the officials will search, and if none exists, will consider a revision of practice.

c. The officials agreed it would be helpful for a few of them to visit Urawa City Welfare Department to study thoroughly the operations.

3. Child Welfare Structure and Function.

a. The Welfare Officer outlined suggested functions and relationship of the field staff of the local office, the child welfare official, and the Child Welfare Center in terms of the paid field staff assuming the administrative responsibilities now placed in the Jido-ian; the child welfare official being a consultant to the local staff in comparatively simple situations, and in more complex cases being the case worker; and the center being primarily a diagnostic, consultative operation, but carrying primary treatment responsibility in the more extreme cases.

b. The chief of the Bureau Children's Section said that the child welfare officials were handling too heavy a case load and that he was anxious to explore the possibility of a change in function and assignment.

4. Changes Since Beginning of Review.

a. Even though at a previous meeting it had been stated that 2 additional persons had been added to the Motogi staff, this could not be confirmed at this meeting until after a phone inquiry had been made to the Motogi office.

b. No organization or functional changes have yet been made in Motogi, based on the review, as most of the recommended changes are incorporated in the proposed revision of the Daily Life Security Law which is to go into effect on 1 April 1950. The bureau officials have been waiting for these changes before taking action in Motogi. At Welfare Officer's request the chief of the Protection Section will draft plans and review them at a later meeting with the Welfare Officer.

c. The existing child welfare official vacancy in Motogi will be filled by a transfer of a child welfare official from some other ward. The Ministry has allocated 46 child welfare officials to Tokyo, and the present number is 48. Two will have to be removed by the end of this fiscal year. The present assignment of child welfare officials is on a ward branch basis. After the Welfare Officer's discussion of child welfare functions (3, a) it was decided to study the possibility of assigning the child welfare officials so that their areas would comprise whole Minsei Kan and Minsei-Jimusho. The ward branch division cuts across several Minsei Kan and Minsei-Jimusho.

5. Minsei-iin Since Receipt of Hatsu Sha No. 72.

a. Formerly a full schedule of training meetings for Minsei-iin was carried on, with particular emphasis on the provisions of the DLSL and regulations. These have been discontinued. Now bureau personnel attend the monthly Minsei-Jimusho Minsei-iin meetings. It was predicted that in the future there would be much less training for Minsei-iin.

b. Reaction of Minsei-iin to Hatsu Sha No. 72 was summarized as follows:

- (1) Half of the Minsei-iin oppose, and the majority of these are primarily concerned with the status and influence attached to being a Minsei-iin.
- (2) The other half favor the changes--these being, by and large, the Minsei-iin who are sincere and interested in their responsibilities. They feel that, freed from administrative details, they will be able to do more effective work.

c. The experimental paid worker program will be discontinued at the end of the present fiscal year. The program was a failure, having demonstrated nothing. For the past few months most of the paid workers have been doing special jobs not related to the DLSL programs.

6. Reports and data requested.

a. List by title and due date of all reports, except Insurance and Demobilization, prepared for the Ministry.

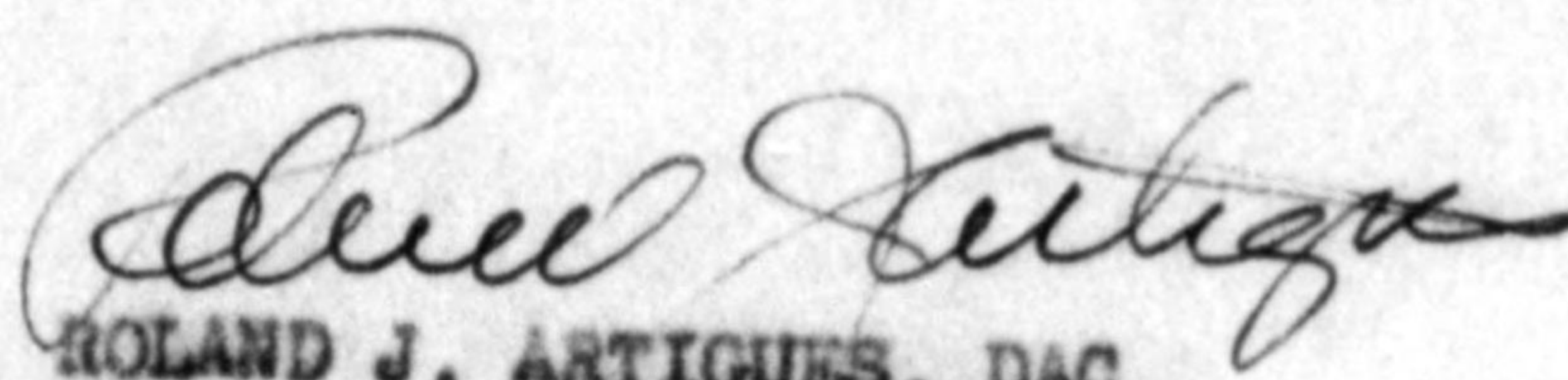
b. List of all private clubs, associations, organizations, etc. classified as welfare by name, source of funds, and stated purpose.

c. List by dates, amounts, and period of coverage of all DLSL funds received from the Ministry and forwarded to the wards.

7. The ward chiefs are active politically to secure the transfer of authority for welfare programs from the bureau to the wards, with complete

autonomy and direct relations with the Welfare Ministry. The officials are quite apprehensive about this situation and indicated that the ward chiefs might succeed. They are opposed, but can do nothing in the matter.

8. As Kanda was rated as the best of the local offices it was agreed that a second administrative review by Welfare Officer would be stated on 13 March.


ROLAND J. ARTIGUES, DAC
Public Welfare Officer

4

Administrative Review

Place: Welfare Bureau, Tokyo-To

Date: 10 March 1950 (10:00 - 17:15)

Subject: 3rd Conference for Review of Findings of Review of Motogi Minsei
Kan

Participants: KACAPP:
Roland J. Artigues, Welfare Officer
Miss Obana (J.N.), Advisor

Welfare Bureau:
Mr. Miki, Acting Chief
Mr. Sekioka, Protection Section Chief
Mr. Momata, Guidance Division, Protection Section
Mr. Tsukamoto, Investigation Division, General Affairs
Section

1. Duplicated Medical Aid Applications:

a. Occupation Aid

There are practically no medical aid applications from recipients of occupation aid as the latter are so very few. The limit of amount of grant in occupation aid is so low that for all intents and purposes the program is impractical. The few occupation aid cases opened have been for help in starting a street stall business; or when a person, having found a job, needed work clothing. Having verified the purchase of the needed items, the local office closes the case. Occupation aid cases are not expected to repay the money.

b. Birth Aid

There have been some medical aid applications from birth aid cases, but very few. A birth aid case is considered active until (following Japanese tradition) the infant has had its 7th daily bath. If another member of the family needs medical care during this period, a duplicated medical aid application is made. However when the mother's condition indicates she may have complication, or when complications set in after the birth of the child, the case becomes medical aid rather than birth aid. All treatment needed by the infants is classified as medical aid.

2. Termination of Medical Aid Cases:

a. Medical aid cases are usually terminated by the patient-recipient either advising the local office of completion of treatment or by not requesting a new medical ticket. For cases lasting longer than the first month the local office inquires of the family, at the time of the issuance of the second and succeeding medical tickets, as to the financial eligibility. This inquiry is usually made at the office. Cases lasting beyond 3 months are usually reinvestigated by a home visit. In addition cases are usually discussed at the monthly Minsei Kai meeting - as the Minsei-iin are in close touch with their families.

b. Continuing medical need for treatment is verified by requiring a physicians statement of condition prior to the issuance of subsequent medical tickets; or special visit to the doctor in suspicious and long term cases.

3. Payment of Initial Consultation Fee in Rejected Applications:

The "Written Request to Doctor" is in duplicate, the doctor retaining one part. This is submitted by him for payment independent of the subsequent "medical tickets" covering cost of actual treatment. In this way the doctor receives payment for the initial consultations fee regardless of the subsequent rejection. This finally was proposed as the basic reason for maintaining the system of dual visits to the local office in the medical aid application procedure.

4. The ward medical investigation committees find many discrepancies in the bills presented by the doctors, usually overcharges, excess treatment, and unnecessarily expensive treatment. The committee reduces these bills (usually obvious situations) on their own initiative. These reductions are usually accepted by the doctors as the committee follows the ceilings prescribed by the Welfare Ministry. When a doctor continues to overcharge, he is removed as a participating doctor.

5. Regulations re Re-visits for Eligibility:

There are no Ministry requirements covering the frequency of re-investigations. The Tokyo To Welfare Bureau has a regulation still in effect that the Minsei-iin visit their families monthly. As the bureau is free to make its own regulations, and as the Minsei-iin are no longer involved in administration, a committee has been set up (Momata, Kawakami, and Imaizumi) to study this matter and draft regulations.

6. Abolition of Private Workshops in Public Buildings:

Min Sei Hatsu 180 of February 22, 1950 from the Governor of Tokyo To to the Prevocation Association is the official receipt for the take over of the 3 workshops that remained in public buildings into 1950. All assets

were taken over with no remuneration by the To. The officials also produced a letter from the Welfare Ministry of 21 December 1949 approving the To plan to take over operation of all 26 workshops operated by the Prevocation Association. At present there are no private workshop using public facilities.

7. Subsidy to Tokyo Dining Hall Association:

The officials reported that the subsidy of ¥250,000.00 to the Dining Hall Association was legal as that body is a Foundation Juridical Person.

8. The officials have not yet grasped the significance and need for drastic reorganization of local offices in spite of recent apparent agreement with the suggestions and analyses of Welfare Officer. In answer to an inquiry as to plans for implementing Hatsu Sha No. 72 the response was merely a discussion of additional budget needed for personnel and in-service training.

9. Non-DLSE Minsei-iin Activities:

In a review of this subject the following were cited as regular, expected activities of the Minsei-iin without reference to the Welfare Office. It was stated that the Minsei-iin act as private citizens (neighbors) - but that the particular citizen is responsible because he is the Minsei-iin. It was pointed out that the Homen-iin formerly held these responsibilities. Prior to the establishment of the Homen-iin the citizens were in the grip of "town bosses" (Oyabun) - a very undesirable situation. It is now feared that the abolition of the Minsei-iin would tend to encourage the communists to take over and win wide support among the poor!

a. Those good scholars who might have to withdraw from school due to financial inability to pay tuition are referred by the school authorities to the Minsei-iin. Upon their recommendation the tuition is waived.

b. Also referred to the Minsei-iin by both public and private hospitals are patients who entered under their own financial resources, but are now unable to meet their commitments. Certification of inability to pay by the Minsei-iin leads to either a reduction or cancellation of the bill. When the patient is determined to be able to pay the Minsei-iin exerts pressure for payments.

c. Persons desiring employment in a workshop may be referred directly, if after investigation, the Minsei-iin approves.

d. Minsei-iin also certify on a priority basis those seeking to pawn personal belongings. As available loan money is limited, those persons approved by Minsei-iin are given preference.

e. The Minsei-in are also active in establishing priorities of need among the day laborer groups for placement by PESO. Those day laborers who do not earn ¥4,500 monthly are eligible to receive relief work through PESO. As available jobs are less than the total potential need, the certification by the Minsei-in acts towards getting the jobs to those most in need.

f. Minsei-in certify eligibility for use of the subsidized dining halls operated by the Public Dining Hall Association of Tokyo.

g. Either through the family's own initiative or by referral from a neighbor the Minsei-in also acts as a consultant to families in working out personal maladjustments. He handles such cases on his own responsibility and judgement - but refers the more difficult ones to the Family Court. Families have been trained over the past 30 years (since the establishment of the Homen-in system) to take all of their problems and difficulties to the Minsei-in.

10. The bureau officials agreed to cooperate in making two studies of medical aid applications and grants in 26 local offices: one local office in each ward; and one town in each of the 3 gun (districts).

11. a. It was agreed to begin an administrative review in Ogikubo Minsei-Jiausho of Suginami ward on 20 March 1950. This local office was selected to effect a tie-in with the review, by Mrs. Kent of KCAR Welfare Section, of the operation of the Medical Social Worker in the Suginami Health Center.

b. Mr. Momata, Mr. Kawakami, and Mr. Ezuki will study the local administration of the Urawa City Welfare Department on 17 and 18 March 1950.

ROLAND J. ARTIGUES, DAC
Public Welfare Officer

HEADQUARTERS
KANTO CIVIL AFFAIRS REGION
APO 500
Welfare Section

File
SUBJECT: Administrative Review of Motogi Minsei Kan and Adachi Ward

1. Place:
 - a. Motogi Minsei Kan
 - b. Adachi Ward
2. Dates: 27 December 1949; 6, 19, 30 January 1950.
3. Participants:
 - a. Kanto CAR
 - Roland J. Artigues, Welfare Officer
 - Mrs. Obana (J.N.), Advisor
 - Mr. Yoshida (J.N.), Interpreter
 - b. Tokyo To Welfare Bureau
 - Mr. Sekioka - Chief, Protection Section
 - Mr. Momota - Chief, Guidance Division
 - Mr. Moriya - " "
 - Mr. Yamashita - " "
 - Mr. Kawakami - " "
 - Mr. Kageyama - Liaison Officer
 - Mr. Kikuchi - Efficiency Department
Governor's Office
 - c. Adachi Ward
 - Mr. Saito - Deputy Ward Chief
 - Mr. Kato - Chief, Adachi Ward Welfare
 - Mr. Yamaguchi - Chief, Adachi Ward Protection Div.
 - Mr. Mizukami - " " " "
 - Mr. Yaguchi - Adachi Child Welfare Official
 - d. Motogi Minsei Kan
 - Mr. Hagi - Chief, Minsei Kan
 - Mr. Noguchi - Chief, Supervising Division

Mr. Takeshima - Chief, Protection Division
 Mr. Miyahara - " " "
 Miss Tanaka - Supervision Division
 Mr. Ono - Special Paid Worker
 Mr. Watanabe - " "

e. Other Wards:

Mr. Shimayama - Special Paid Official
 Mr. Tukada - " " "
 Mr. Yoshimoto - " " "

4. Statistical Data:

a. Motogi Minsei Kan has a population of 11,917 families consisting of 51,248 persons. The public assistance case load figures for November 1949 were given differently on 3 separate occasions as follows:

628 families with 1,973 persons
 750 families with 2,107 persons
 743 families with 2,099 persons

There are 28 Minsei-iin and 1 Jido-iin, who is not a Minsei-iin. The authorized strength is 30 Minsei-iin. The acquisition of these figures was accompanied with a great confusion among all officials present.

b. There are 150 families with 544 persons receiving public assistance under the classification of unemployed. However all have partial employment - the public assistance grant being a supplementation of the wage earnings. There were 3 rejections for public assistance living aid during October and none in November. All three October rejections were young able-bodied Koreans who applied when the Korean League was dissolved. 17 Korean families with 78 persons received public assistance in November. There were no other non-Japanese recipients.

5. Purpose:

To conduct an administrative review of a Tokyo To local welfare office operation with special reference to public assistance and organization. Motogi Minsei Kan was selected by the Welfare Bureau in response to request of the Welfare Officer to make the review in a local office that had participated in the "paid worker experiment".

6. Local Office Organization and Function:

a. The Motogi Minsei Kan office is located in a large two story wooden building in adequate condition. The welfare

office operations utilize a small room, with the remainder of the building being shared by a day nursery and a work shop - the former operated as a public institution by the Tokyo To Welfare Bureau, and the other now being operated as a private agency by the Pre- vocation Association, a Juridical Person.

b. The staff of the welfare office consists of:

Mr. Hagi - Chief of Welfare
Mr. Noguchi - Chief of Supervising Section
Miss Tanaka - Noguchi's Assistant
Mr. Takeshima - Chief of Protection Section
Mr. Miyahara - Takeshima's Assistant
Miss Ogura - Assistant to Miyahara
(Miss Ogura has been on sick leave since September 1949)

It was not until the second days visit (6 January 1950) that Mr. Hagi said that there were 2 other paid workers in the office - Mr. Watanabe and Mr. Ono. The apparent explanation for this delayed information lies in the confusion which seems to exist among all officials present as to just where and how Mr. Watanabe and Mr. Ono are to fit into the organization structure. It was quite clear that Mr. Hagi, the Chief, did not consider himself responsible for these two officials. Later Mr. Omoto of the Guidance Division - Protection Section of Tokyo To Welfare Bureau - said that the original plan contemplated that Mr. Watanabe and Mr. Ono were to work under the supervision of Mr. Hagi. (Their presence in the office at this time was explained as follows: In April 1949 the paid worker experiment began in Motogi with 6 paid officials. These remained until the end of November 1949, when 4 were transferred to other local offices. The remaining two, Mr. Watanabe and Mr. Ono, were continued in Motogi in response to their own request for continuing assignment to Motogi because they live in that area. The other 8 paid workers (of the experiment) are now assigned as follows:

3 in Koto Ward - Suzaki Minsei Jimusho
2 in Daito Ward - each in Tamahime and Ueno Minsei Kan
2 in Suginami Ward - Suginami Minsei Kan
1 in Tachikawa City - City Welfare Office

The office had a full time Jido Fukushi-shi until September 1949, when he resigned. He has not yet been replaced.

c. Section Organization:

- (1) The Supervising Section, headed by Mr. Noguchi with Miss Tanaka assisting, is responsible for the following:

Guidance of Minsei-iin
 Contact with Minsei-iin
 General Affairs
 Budget
 Statistics
 Welfare of Wage earners (reported later)
 Management of Minsei Kan building

- (2) The Protection Section, headed by Mr. Takeshima with Mr. Miyahara and Miss Ogura assisting, is responsible for the following:

Applications for public assistance
 Relief in kind
 Consultation to people

- (3) It was painful and difficult for Mr. Hagi, the chief, to produce the above information. There was constant prodding by the Ward and Bureau officials as Mr. Hagi came to numerous halts. There was discrepancy between Mr. Hagi's statements and the written statement of activities which had been prepared by the Welfare Bureau in advance of the first meeting. The Bureau officials explained that the written statement had general application, and that every detail did not necessarily apply to each local office. It was obvious however, that before the review, the Bureau officials did not know in what respect Motogi Minsei Kan deviated from the general plan.

d. Description of functions:

- (1) Guidance of and contact with Minsei-iin is entirely restricted to attending meetings, giving details about procedures and changes, and arranging meeting meeting place. There is no activity in the area of supervising Minsei-iin in case content or in decisions on policy.
- (2) General Affairs, Budget, Statistics, and Relief in Kind are standard activities. In carrying out the distribution of relief in kind almost complete reliance is had on the Minsei-iin for the selection of the recipients.
- (3) Consultation to people seems to be a non-welfare activity, and is related to the general population in such matters as taxation and other governmental activities and regulations.

- (4) Welfare of Wage Earners program is concerned with widows and wives who want work. Able-bodied persons go to the P.E.S.O., and those with either a social or physical limitation of their employability are seen under the Wage Earners program. About half of the cases are handled by the Minsei-iin.
- (5) Management of Minsei-iin Kan building is a custodial responsibility in directing the janitors in their work. At first it was said that rent was collected, but this was later denied. The workshop in the building is operated by the prevocation association of Tokyo, a Foundation Juridical Person, which manufactures art covers for pictures, and work clothing. Materials come from commercial firms, who also receive the finished products. There are about 40 persons working at the workshop but many more carry on home work. Persons are referred by Minsei-iin or by the welfare officials. The workshop pays no rent, and in answer to an inquiry by the Welfare Officer the officials said there was no violation of Article 89 of the Constitution involved. The Bureau officials stated that the operation of the workshop would be taken over soon by the Bureau for operation as a public agency.
- (6) Applications for public assistance will be discussed and the procedures described later.
- (7) At the end of the discussion of functions the Bureau officials added that the local chief had neglected to mention Vagrants, Runaways, Waifs, and Disaster Relief. The local chief said he did not mention these first three as he has never had any cases. He offered no explanation about Disaster Relief. According to the Bureau officials when a vagrant or other homeless person is found by the police or the Minsei-iin he is brought to the Minsei Kan, who immediately turns him over to the ward welfare office. No record is usually kept in the Minsei Kan office.

7. Procedure for DLSL:

a. Minsei-iin Activity in Application Process:

- (1) Most applications are "found" by the Minsei-iin. In the majority of cases the application process is carried on in the home of the Minsei-iin and

a few come to the office. The local welfare chief could not estimate the ratio of distribution. Effective 1 January 1950 the Minsei-iin will no longer take applications, but will refer all persons to the welfare office in accordance with Hatsu-sha No. 72. The various forms used in the application process will no longer be kept in the homes of the Minsei-iin, and these forms will be revised to eliminate references to the Minsei-iin. The procedure, to the time of the review, has been for the Minsei-iin to complete the application, and statement of income or no-income forms during the application interview in his home; and to give to the applicant other forms to be completed, e.g., physician's statement, employer's statement. The physician's statement is required only when a member of the family is seriously ill. The able-bodied unemployed family members must secure evidence of registration from the P.E.S.O. - the form having been filled out by the Minsei-iin for the applicant to take to the P.E.S.O. For children of legal school age a statement of attendance must be secured from the school, which keeps a supply of forms. When all necessary forms are completed and returned to the Minsei-iin, he attaches them to the application, and the applicant takes them to the welfare office. It is not required, but some Minsei-iin keep a record of the interview.

- (2) During the discussion it was stated by the local chief that applicants usually take applications to the office on the same day it is filled out by the Minsei-iin, with other documents brought in later. A great deal of confusion developed over the contradictory statements. The probability is that both procedures are followed.

b. Mr. Takeshima's (Local Office official) Activity:

- (1) When the applicant comes to the office as described above, having first been to the Minsei-iin, it was stated that Mr. Takeshima, Protection Section Chief, is supposed to see the applicant. Actually anyone and everyone performs this activity. The routine is to check the various papers for completeness, which is briefly done. Then the applicant leaves. When asked what he does if he finds errors, Mr. Takeshima said the Minsei-iin are always accurate. The Minsei-iin's

entries of need and income are reviewed and the grant is determined - before any visit is made to the home. In this process, Mr. Takeshima acts on his own without consulting the local chief. (This information was secured on the first day of the review).

- (2) The home visit follows, at which time the statements on the various documents are again checked for accuracy and completeness. Neighbors are interviewed - about 5 on each application, selected by the official, haphazardly with no specific pattern. There are no routine visits to stores, landlords or block leaders. If relative live near by they are also visited. If not they are not seen.
- (3) Upon return of the official to the office after the home visit he checks the need and income data and computes the recommended grant. At this time he completes the protection record (Hogo Daicho). All papers then go to the local chief for approval, who always approves. After his approval an entry is made in the application register by number, name, date of entry (which is also date of application), category, address, and Minsei-iin. At first the local chief had said that all applications were entered when the applicant first came to the local office. The papers, with the seal of Mr. Takeshima and of the local chief, then go to the ward office. There are no rejected cases in the application register and no records are kept of rejected applications.

c. Mr. Miyahara's (Local Office official) Activity:

- (1) Since 1 January 1950 when the Minsei-iin were removed from the application process Mr. Miyahara said he interviewed most of the applicants. He covers the family composition, income, employment, health, etc, but does not fill out any forms. The interviews take about half an hour. If the stated income equals or exceeds the standard needs the applicant is rejected. No application is taken and no records made. The rejection decision is made without consultation with anyone else. Cases so rejected are reported at the monthly Minsei-iin Council.
- (2) If the interview indicates that the family income is less than the standard need Mr. Miyahara gives the applicant the following forms for completion, as the situation indicates:

Application
PESO
Employer's Statement
Income Statement
No-Income Statement

The applicant then leaves to return in about 2 days.

- (3) When the forms are returned Mr. Miyahara checks them for completeness, after which he asks either Mr. Ono or Mr. Watanabe, the investigators, to take over. The assignment is made between them on the basis of proximity of the applicants residence to their respective domiciles. Only the "suspicious" cases are discussed with the welfare chief. After the field investigation the papers are returned to Mr. Miyahara, who then decides the amount of the grant. Then the papers go through Mr. Takeshima to the welfare chief, who reviews the case before forwarding to the ward. After the approved case returns from the ward Mr. Miyahara continues responsible for the family - although this is also shared with Mr. Takeshima. (Actually this responsibility referred to means the papers - not contacts with the family.) (This information was given on the 2nd day of the review.)

d. Final Local Office Activity on Approvals:

- (1) The local offices then mails to the applicant the notice of approval bearing the seal of the ward chief. No notice is given to the Minsei-iin at this time as all action taken is reported to the Minsei-iin Council at its monthly meeting. (12th of month) Payments are usually made on the 5th or 6th of the next month, except that in emergency cases the family can borrow from the Minsei-iin until the first grant payment is received. To be paid the first grant on the 5th or 6th the approval must be completed by the 20th of the preceding month. The bureau officials intervened at this point to indicate that the bureau instructions call for an immediate payment in emergency cases.
- (2) Special meeting of the Minsei-iin Council are held only for emergency matters (illustration given - UNICEF distribution or when goods for relief in kind distribution present problems due to insufficient quantity), and when it is necessary to acquaint Minsei-iin with changes in procedure and instructions.

e. Rejection Procedure:

- (1) There seem to be no official rejection action at the local office level - all non-accepted cases being rejected without a record being made. So that the local office officially deals only with approved cases. Even when infrequently the ward office rejects an application approved by the local office it is still not considered a local office rejection. Applications rejected by the ward office are also returned to the local office with a notice of rejection bearing the seal of the ward chief. This is mailed to the applicant by the local office. No notice of this action is given to the Minsei-iin at that time, but is reported like the approved application to the Minsei-iin Council at its monthly meeting.

f. Continuing Eligibility Activity:

- (1) The procedure for investigations on follow up for continuing eligibility was even more confused. The local chief at first said the office officials visited each family from 1 to 5 times each month. When this statement was questioned by the Welfare Officer he then said that no investigations were made as the local office lost its 6 full time paid workers when the experiment came to an end on 30 November 1949. For November he has no record of the work of the 6 investigators and has no idea of how many families were visited. No reinvestigation visits were made during December 1949, and none can be made in January or until additional staff is available. The Minsei-iin are required to make monthly visits - but are not required to submit reports. The November statistical report submitted to the ward indicates that the Minsei-iin made 70 visits - an average of less than 3 per Minsei-iin. The local chief "guessed" that these were primarily concerned with changes in the family situation.
- (2) The bureau official said that most of the other local offices in Tokyo do not maintain records of reinvestigation visits either and that in the other units in which the paid worker experiment was, and is carried on, the Minsei-iin have continued with their traditional home visits. In only 2 wards, Kanda and Shinagawa, do the local offices maintain regular monthly contact with recipient families. This has been possible in these 2 wards because the case loads are small and the Minsei-iin are rich enough to have available time.

- (2) It was at this point, the second day of the review, that the local chief said that in addition to the local office staff, there were also in Motogi, the 2 paid investigators (of the 6) who had remained after 30 November when the other 4 investigators were transferred from Motogi. (See Par. 6, b.) The bureau official indicated to the local chief that there must be a record of visits by the 2 paid investigators as the bureau had issued instructions requiring reports in this matter. After a long search a record was found of the visits of one of the 2 investigators, Mr. Ono, but nothing was produced for the other investigator.

g. Ward Activity:

- (1) When the application is received in the ward welfare office it is entered by a clerk in a register book. This clerk checks papers for completeness and computations. If all are in order the application is sent to the protection sub-section chief, Mr. Yamaguchi. He and his assistants check the application for both completeness and accuracy and for eligibility under the law and the regulations. If he questions anything he either phones the local office or sees one of the local office officials, who usually come to the ward office several times weekly. When everything is in order the papers go to the ward welfare chief, who also reviews the total situation (in less than 2 minutes) and places his seal. He never finds anything out of order. Then the papers go to the assistant ward chief, who affixes the seal of the ward chief; after which the approved application is returned to the local office.

h. Paid Investigator Activity:

- (1) During the experiment period, when there were 6 investigators in Motogi each had a district, and cases were so assigned. Now with 2 investigators there are no districts and cases are assigned in relation to the residences of the 2 investigators. When an application is received from Mr. Miyahara the investigators examine it jointly and decide on the assignment. The standard allowance is entered. This procedure usually take 2 - 3 days.
- (2) During the first home visit the investigator checks the ration cards against members of the

household, asks reasons for applying for public assistance, reviews income of the family, inquires regarding legally responsible relatives, checks household goods, estimates value and includes as "property" non-essential items (radio, etc) which are valued at more than ¥200.00. The interview usually lasts about 1 hour. Then 1 or 2 neighbors are visited - usually these living 8-10 homes away, as the immediate neighbors usually are friendly and might be biased. The landlord is visited if he lives near-by. If false statements are suspected the Minsei-iin is also visited. Visits are also made routinely to the school and the employer even though written statements have been secured. The reason is that these 2 sources of information usually have not been accurate in the past and have shown a protective attitude towards the family.

- (3) If the family is eligible - and it always has been - upon the investigator's return to the office he fills out the protection record. (Hogo Daicho) This together with all other papers is then returned to Mr. Miyahara, who checks and processes them as previously described.
- (4) The investigators described activities other than above described, namely "Livelihood Guidance". When families who have applied are found ineligible and when other families are found who need additional income, especially those in which the husband is already working and the wife is at home, the "Guidance" takes the form of referral to employment - usually the workshop for home work. No application or other record is made of such families. The bureau officials advised that there are no official written instructions in this matter - but verbal interpretations to Minsei-iin and local officials to find borderline cases and help families find home work.
- (5) In connection with the absence of an application in the situations described above, the bureau officials advanced the interpretation that the second paragraph of Article 8 of the Welfare Ministry Regulation No. 38 of 20 September 1946 is intended to protect the non-eligible applicants for public assistance who would feel stigmatized by not receiving even after filing a written application.

8. Files and Records.

a. Case record material is maintained and filed separately. Records are numbered by Minsei-iin, with a separate series for each. A monthly record of recipients is compiled - for payment purposes - and kept separately. Application forms and supporting papers are filed together, but the Hogo Daicho is maintained separately. There are separate files on Living Aid, Medical Aid, Maternity Aid, Funeral Aid, and closed cases. When a closed case applies again an entire new record is built up, with no reference to the former one. There is no occupation aid in Motogi - the only reason advanced being that no one has ever applied.

b. A record selected at random revealed such inadequate work, serious errors, and incompleteness that no other records were checked. The budget sheet, whose figures did not correspond with other budget data in the record, was finally identified as belonging to another record. The absence of name or case number on this form prevented immediate identification of the error. The family has an income of ¥5,000.00, from employment of the man (¥4,500.00), and from the woman (¥500.00), but with no evidence of place or kind of employment or of verification. The investigators said the man has a disabled hand and the woman limps.

9. Adachi Ward Welfare Office.

a. Ward Structure and Organization:

(1) Adachi ward administration is carried on in 2 separate offices; the main one called Adachi, the branch called Umejima. There are a total of 426 employees distributed across the following sections:

General Affairs	- 82
Budget	- 23
Taxation	- 117
Education	- 30
Welfare and Vital Statistics	- 49 (15 welfare)
Economics	- 24
Engineering	- 68
Construction	- 17
Finance	- 16

About 35% of the total are working in the Umejima branch. This branch is responsible for a geographical area which includes the whole of Umeda and Motogi, and about 1/2 of the Gobe and Numata local welfare offices. There are no welfare operations in Umejima, only vital statistics. The local welfare offices are under the supervision of the Adachi office.

- (2) The ward chief is an elected official and has personnel authority, subject to the approval of the To personnel section, in the appointment of section chiefs; and has full and final authority in all other personnel matters. There is no consultation with the To welfare bureau in any welfare personnel action. This is true of all sections, even though all salaries are paid out of To funds. Ward taxes, which are spent in the ward, comprise only about 1/7th of the total expenditures in the ward. Ward taxes are uniform throughout all of the wards.

b. Ward Welfare Structure:

- (1) The ward chief has a degree of discretion in the structure of the ward organization. As a result, in some wards Vital Statistics is a separate section, but in Adachi this function is placed in the Welfare Section. The Welfare chief estimates that his time is divided 30% for Vital Statistics and 70% for Welfare. Welfare operations are carried on under 2 divisions - Protection, with a chief and 8 persons, and Welfare, with a chief and 4 persons. The ward office does not maintain independent statistics, but receives all data from the 7 local offices. There is no way to check the accuracy of any data received. All statistical reports required by the Bureau and the Welfare Ministry originate in the local offices, passing through the ward office for compilation, with no reports originating at the ward level. The only exception is rejection data; as previously pointed out, official rejections are made only by the ward.
- (2) Case handling procedure is almost completely an accounting procedure. The case record material is received by a clerk in the protection division who logs it in and assigns a number. The numbering is strictly for ward purposes, each local office having its own series, with a new series for each fiscal year. There is no statistical control over how many cases are in the ward as they are not logged out when returned to the local office. 108 cases have been received during January 1950, with none being rejected. It was estimated that an average of 15 cases are in process at any one time. After examining the papers for completeness and accuracy the clerk affixes her seal and sends papers to the division chief. He then examines and also reviews for

adherence to law and policy. With his seal the papers go to the section chief and then to the assistant ward chief, both of whom affix their seals routinely. After this approval the original clerk receives the case record, enters as approved in a journal maintained for each local office, sub-divided into Minsei-iin districts. Then the record is returned to the originating local office.

- (3) Closed cases with notification form go through the same procedure. Before returning the case record to the local office the clerk runs a red line through the entry in the journal of approved cases, and notes date of closing. Cases informally rejected by the local offices are not noted in any fashion in the ward.
- (4) At the last meeting in the ward office it was announced that since the last visit to the Motogi local office 2 additional persons had been added to the staff; Mr. Yasuda, 20 years old and Mr. Otsuka, 32 years old.

10. Evaluation and Recommendations:

a. During the review the Welfare Officer questioned various procedures and practices, pointed out undesirable implications and/or violations of law and regulations and suggested changes and further consideration by the officials. Involved were violations of law and of official instructions, incompetent and wasteful performance, restrictive attitudes towards persons in need, lack of understanding of the basic philosophy of the program, and ignorance of supervisory relationships.

b. Evaluation of Personnel

- (1) The bureau personnel were clearly exasperated with the bumbling of the local office staff and on several occasions engaged in sharp reprimands. There was also evident in both the bureau and ward officials' attitudes an awareness that neither had a clear knowledge of the local office operation; that a great deal of the material being explored was new ground to them, and that for the first time they were aware that operations were not in accord with their preconceived ideas; that they were experiencing in a new light the assumed "efficiency" of the local staff. The higher officials were profuse in their apologies and the protection section chief took voluminous notes. The revelations evidently had repercussions

in the Governor's office, as on the 3rd day a Mr. Kikuchi, of the Governor's Efficiency Department, appeared and sat through the morning session.

- (2) Generally, it can be said that the bureau personnel, including the so-called "field staff", actually have not engaged in effective, rational study of the work of the local offices, but have rather assumed that all was going as planned. The same can be said for the ward officials.

c. Informal Rejections

- (1) The questioning by the Welfare Officer of the lack of records and applications on rejected cases and the dating of applications as of the date it was approved, rather than the date made, led to many justifications by the officials:
 - (a) If a formal application were made on every applicant the resultant work load would overwhelm the staff.
 - (b) The officials and the Minsei-iin can be implicitly trusted to accord justice to every applicant.
 - (c) Many persons would feel stigmatized if they had to file a written application.
 - (d) The officials and Minsei-iin, in these situations, are acting in a private capacity, giving advice and guidance.
- (2) The Welfare Officer pointed out that there could be no such thing as an official acting in a private capacity, and that every public action must be supported by a written record. He also explained the distinction between a request for help and a request for information; that the former must be officially recorded but that the latter could be kept by tally. He urged the bureau officials to study this question and attempt a clarification.

d. Budget

- (1) The practice of determining the amount of the grant before an investigation is made was pointed out as being contrary to good policy in that the

decision was made before all facts were evaluated. There are no written instructions supporting this practice, but it is rather the result of an authoritarian and restrictive approach to persons in need on the part of all officials.

e. Clearance with Legally Responsible Relatives.

- (1) The admitted practice of interviewing relatives only if they live in the neighborhood was pointed out as a defect in the establishment of eligibility. There appears to exist no clarification on this point by either the Ministry or the Bureau. Even when relatives are seen there is no written record made of the interview. The only evidence of relatives in the records is when income from relatives is shown, and that is not supported in any way to indicate whether such income receipt is only the applicant's word or if it was confirmed by the contributing relative.

f. Statistics

- (1) The inability of the local office officials to produce forthrightly and with certainty basic data is due either to incompetence of the local officials or to faulty statistical procedures. In discussing this with the ward and bureau officials it was pointed out that the absence of purposeful supervision by both the bureau and ward, with the resultant lack of precise knowledge of the local operation was also a major contributing factor. It was suggested that the matter receive study along the lines of developing a system of control of local office statistical data and expansion of reportable data to furnish a concise picture of the actual activities and the nature of the problems facing the local office.

g. Case Handling

- (1) Comments by welfare officer in this area were directed towards the wasteful, inconclusive procedure now in effect under which haphazardness is the rule, with considerable duplication of effort. It was suggested that the application interview be as complete as possible, with full recording of the appropriate forms; that a formal record, rather than a verbal account, be given to the home visitor, and that thereafter the case record no longer be a concern of the

intake interviewer; that statistical controls be established to keep accurate count of activities and to maintain an intelligible index to the records of the local office; that case material be organized to reduce "paper shuffling"; and that the present system of maintaining a family's record in several places be scrapped in favor of a comprehensive family file containing all data pertaining to that family.

h. Grant Payments

The closing date of the 20th of each month for payments on the 5th of the following month means that a family found eligible on the 21st would have to wait 45 days before receiving the first grant payment. It was recommended that a flexible system be established where by, regardless of approval date, an interim payment could be made to carry the family up to the first regular payment date. The conflict between the local officials' statement regarding borrowing from the Minsei-iiin and the bureau officials insistence that instructions provide for emergency payments illustrates the gap that exists between the local office and the two higher headquarters.

i. Child Welfare Official Vacancy

The continuation of this vacancy since September 1949, with no explanation except a half-hearted statement that efforts were being made to fill it, is evidence that the welfare bureau has been remiss in its responsibility to the Child Welfare program. The bureau officials indicated the matter would be called to the attention of the bureau director.

j. Subsidy to Private Agency

- (1) The use, rent free, of a public building by the Prevocation Association of Tokyo for the operation of a private workshop was pointed out as a violation of Article 89 of the Constitution of Japan and of SCAPIN 775 of 27 February 1946. The officials rejoined that they were not aware of any prohibitory instructions to this effect. They were requested to conduct an inquiry into the question, even though the Welfare Bureau is planning to take over the workshop for operation as a public agency.

k. Paid Investigator System

- (1) The Welfare Officer discussed the paid investigator system in effect since April 1949 in relation to the reorganization contemplated by Hatsu Sha No. 72. The base of the system, as set forth


in the written outline prepared by the bureau, is the facilitation of the work of the Minseijin, as follows:

"Duties of the Paid Social Workers: To contribute to the operation of Welfare Commissioners Law, the investigators have following duties: Under Life Security Law investigator should help the chief of Work concerning the welfare work. Co-operate with Welfare Committees on relief work.

To attend the Welfare Committee meeting and express their opinion, if any, and hasten the realization of the work.

To investigate the social condition."

- (2) It was explained that Hatsu Sha No. 72 is directed towards the assumption by full time paid staff of all administrative responsibilities and operations in connection with the DLSL. The officials felt that the present system was in adherence with Hatsu Sha No. 72 and had developed no plans for making organizational and functional changes.
- (3) It is obvious, however, that rather drastic modifications are necessary to effect the basic principles of the new directive.


ROLAND J. ARTIGUES, DAC
Public Welfare Officer

PUBLIC WELFARE SECTION
KANTO CIVIL AFFAIRS REGION
APO 500

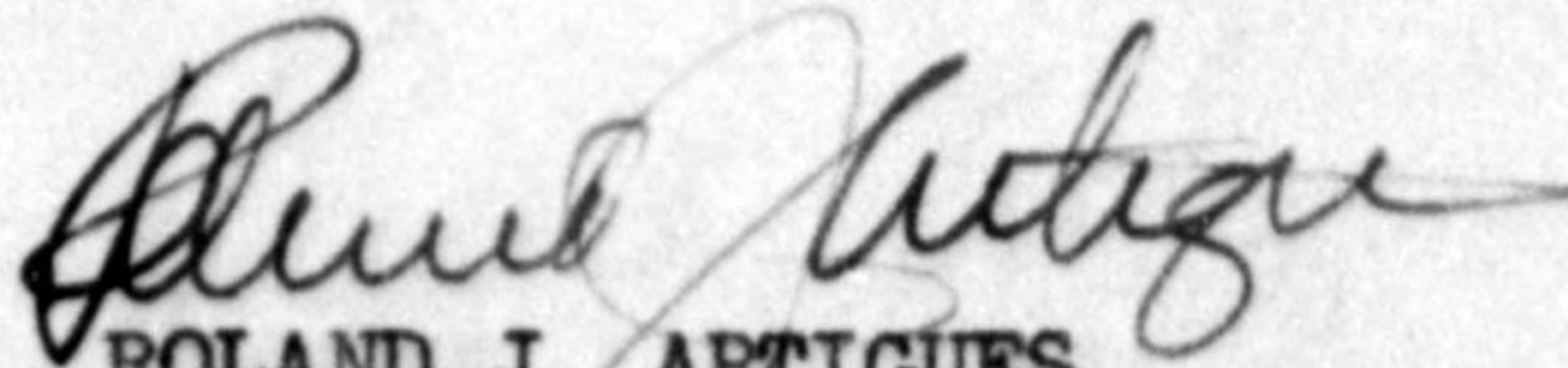
RJA/ml

26 June 1950

MEMO FOR: Record

SUBJECT : Conference with Tokyo-To Welfare Bureau Officials

1. At 1000 hours on 26 June 1950, the undersigned welfare officer and Mrs. T. Obana (JN), advisor, met with Mr. Konno, General Affairs Division, General Affairs Section, and Mr. Miyake, Budget Subdivision, General Affairs Division, General Affairs Section.
2. This meeting was held at the request of welfare officer to receive information regarding the revision of budget estimates for the supplementary budget of this fiscal year which is supposed to be acted upon by the To Assembly in July.
3. The details of the revision are indicated on attached schedule. This revision consists in the main in the establishment of priorities from the point of view of the Welfare Bureau. However, the Finance Bureau apparently will have final decision in determining which items will remain in the supplementary budget.
4. The budget procedure was described by Mr. Konno as follows:
 - a. Budget estimates originate in each section of the bureau.
 - b. A review is held between Mr. Konno and chief of the section in which approval is secured, through compromise, if necessary, on each budget item. Very often, Mr. Konno must take issue with some budget items proposed by the section chiefs. He was very vague, however, in explaining on what basis or by what yardstick he raises questions. A generalized answer was that the personnel of the General Affairs Section knows as much as the personnel in the other sections about their programs, and quite often, know even more. Items on which no agreement can be reached are brought to the Director of the Bureau who then makes a decision.
 - c. After all sections have gone through this process, the General Affairs Section then submits the entire Bureau budget to the Director for his approval, after which it is submitted to the Finance Bureau.


ROLAND J. ARTIGUES
Chief
Public Welfare Section

<p>Total 二計</p>	<p>Municipal of Tokyo 774,211 Wel. 45,907,266 Total 46,681,477</p>	<p>Use? Convenience? 1,909,566 Miscellaneous 10,861,200 Total 12,770,756</p>	<p>33,910,721</p>
<p>Grand Total 合計</p>	<p>Municipal of Tokyo 146,742,200 Wel. 17,088,879,139 計</p>	<p>Municipal Tax 33,523,300 Public 4,591,667 2,213,156 Nation 6,868,643 168,307,640 112,567,020</p>	<p>1,960,947,068</p>

Use (?) Convenience (?)

Translator: T. HOZUMI
27/6/50

Summary of Rough Estimates of the 3rd Supplementary Amended Budget for 1950 Business Year (Additional)

昭和二十五年第三次追加補正予算概算概要 (追加分)

事業名 Place of Work	Annual Expenditure (Yen)	Specific Resources (Yen)	General Resources (Yen)	備考 Remarks
(1) Appropriation for Travelling Expenses of the Welfare Committee	9,206,400	Either 0 of these two figures may be erroneous	9,260,400	from Aug. 1950 to June 1951 Welfare Committee 3,288 persons Per head per month ¥350
(2) Equipping and Perfection of Welfare Halls	2,295,000	0	2,295,000	Welfare Offices 5 to be newly built 4 to be repaired 1
(3) Strengthening of Urgent aid Repatriates	10,675,590	0	10,675,590	Riding in Repatriates trains Present of souvenirs to Repatriates Repairs to Tokiwa Villa
(4) Repairs work of	6,224,400	4,907,556	7,314,894	In the Suburb of Setagaya aggregate 25 sites Building & Repairing Works
(5) Installation of vehicles for conveyance of the Commodating facilities of Children under Direct Management.	1,091,100	Either 0 figure may be in error	1,019,100	Shikuyi Yakuen 2. 3 Wheeled Automobiles 3.
(6)	Municipal of Tokyo?	...	2nd Grade Manager 3)

(3) Strengthening of Urgent aid to Repatriates	(Wcl) 10,675,590	0	10,675,590	Hiding in Repatriates Present of Souvenirs to Repatriates Repairs to Tokiwa Villa \$129,340 \$10,046,250 \$500,000
(4) Repairs work of	(Wcl) 6,224,400	(Use 2) 4,707,536	4,314,844	In the Suburb of Setagaya aggregate 25 Sites Building of Repairing work
(5) Installation of vehicles for conveyance of the Commodating facilities of Children under Direct management.	(Wcl) 1,091,100	Either 0 figure may be in error	1,079,100	Shikuzen Yakuen 2. 3 Wheeled Automobiles 3.
(6) Rationing of UNISEF Meal supply	Municipal of Tokyo? 774,211 Wcl 4,757,896 Total 5,532,107	0	5,532,107	2nd Grade Manager 3 Asst. Manager 4 } 7 Nov. (?)
(7) Celebration of 77th Anniversary of the Asylums	(Wcl) 1,279,500	0	1,279,500	77 years History \$200,000 Mementoes & others
(8) Financing National Health Insurance	(Wcl) 10,377,380	Miscellaneous 10,861,200	483,820	Managing Capital \$5,000,000 Equipping fund 5,000,000 Business Expenses 861,200 From June 1950 ~ March 1951 Interest rate 2.8 sen per diem

TH/tu

27 June 1950

Newly Plotted Work

Series	Subject	
1	Shinjuku Life Hall	64
2	Welfare Hospital	17
3	Home of the Old	87
4	Child Exhibition	54
5	Child Culture Hall	53
6	Simple Day Nursery	43
7	Special Tempory Protection Center	24
8	Urgent Revival Consultation Center for Vagabonds, etc.	13
	and Annexed Temporary Lodging	12
9	Revival Home	14
10	Actual State Survey of Absent Families	
11	Counter-plan for Financing Unions	60
12	Post Fact Guidance on Occupation Fund	71
13	Furnishing Offerings to Bereaved Families of the War Victims	78
14	Itinerant Welfare Bus	51
15	Grant of Occupation to Children	28
16	Child Public Cemetary	27
17	Financing of National Insurance	Special(8)
18	Child Welfare Work	52
19	Strengthening of Maternal and Child Welfare	38
20	Quick Laundry	48
21	Katsushika Life Hall	65
22	Guidance of National Insurance Special Districts	75

Increase of Installations

Series	Subject	
1	Increase of Accommodating Facilities of Nagabonds	15
2	" of Public Benefit Pawn-houses	72
3	" of Day Nursery Institutions	39
4	" of Maternal and Child Dometories	34
5	" of Asylum Headquarters	83
6	" of Industrial Training Workshops	69.70
7	Expansion of Asylum Annexes	86
8	Increase of Child Welfare Consultation Centers	22
9	" of Marriage Consultation Centers	56
10	" of Asylum Hospitals	85

Equipping & Completion of Existing Installations & Work

Series	Subject	
1	Equipping and Completion of Welfare Halls & Offices	
		Special(12)
	Tempary Guardians attached to Child Welfare Centers	23
2	Homes for Dependant, Neglected and Abused Children	25
	Disciplinary and Protective Institutions	29
	Maternal and Child Dometories	35
	Day Nurseries	40
3	Operation of Welfare Restaurant	67
4	Show of the Citizen's New Life	62
5	Industrial Training Workshop	69
6	Enriching Operating Fund of Pawn-houses	73
7	Equipping of Attached Instalations of Asylum	84
8	Construction of "pecific Womens' Home	57
9	Guidance and Supervision of the National Insurance	
		Business 74
10	Supplement of Accessories of Repatriates' Homes	
11	Expansion of Life on Water Hall	60
12	Purchase of Automobiles for Conveyance of Children	
	under the Direct Management	Special(5)

A. Work Executed by way of Advance Payment from the Established Items of Expenditures

Training of Active Staff among the Personnel engaged in Social Work 2.

Grant of Urgent Relief Fund to Repatriates 8.

Rationing of goods for UNISEF Meal Supplies Special (6)

All-Japan Grand Assembly, No. 5 of Child Welfare Work (52)

1, 2, and 4 of No. 2 of Equipping of Annexed Facilities of the Headquarters (84)

Reimbursement of Damage by Fire sustained by Kosei Ryo, Meguro. Uematsu for the Recent Fire Damage.

B. Programs Accompanying Commencement of Projected Work

Increase of Personnel of Protection Division 11.

Increase of Examining Expense of Medical Treatment Tickets and Personnel in charge 4.

Transfer of Oyama, Tadao and Katahama Maternal and Child Homes 31.

Start of work at Ebara Maternal and Child Home 36.

Ditto at four Day Nurseries 41.

Perfection of Nurse Training Institutions 44.

Supplement of UNISEF Meal Supply Facilities. 45.

~~Completion of Child Division Personnel 49.~~

Completion of Child Division Personnel 49.

Completion of Asylum Personnel 88.

C. Work Under Legal Obligations and Work Corresponding to it

Revision of National Treasury Disbursement Consequent on Balancing grant of Welfare Committee Expenses 3.

Increase of Paid Clerks consequential to reduction of Official Aid Business of Welfare Committee 5.

In demnification resulting from Return of Temporary Repatriates' Homes 9.

Survey of All Japanese not yet Repatriated 10.

Move of Tent Camps at Ueno 16.

Execution (20) and Rearrangement (21) of Welfare of Cripples Law.

Revision following Determination of Standard Expense of Protection as per Child Welfare Law 48.

Correction of Expenses by virtue of Child Welfare Law. 47

Increase of Paid Clerks Consequential to reduction of Official Aid Business of Child Committee 49.

Revision of National Treasury Disbursements consequent on Balancing grant (Child) 55.

Revision of Expenses entrusting Protection of 58.
Specific Women.

Revision of National Treasury Disbursements in respect of National Health Insurance Consequent on Balancing Grant 77.

Payment of Ground Rent and Building Rent by Care Division 79.

Revision of National Treasury Disbursements in respect of Demobilization Work Consequential to Balancing Grant. 81.

Payment of Extra Service Allowance to Drivers of Care Division 82.

Revision of National Treasury Disbursements on Various items consequent on Balancing Grant 89.

Repairs and Renewals to Repatriates' Homes Special (4)

D. Programs to Accompanying Determent of Projected Work. (8)

Construction of Repatriates' Homes	1
Counterplan for Occupation of Repatriates	6
"Affection Campaign" for Aid to Repatriates	7
Day Nurseries in Farmer's Busy Season	42
Restoration of Damage by Kitty Typhoon	46
Establishment of Social Life School	63
Subsidy to National Health Insurance	76
Payment of Travelling Expenses to Welfare Committee (Special 1)	
Strengthening of Urgent Relief to Repatriates (Special 3)	

E. Others

Purchase of National Property for Equipments Relative to Protection Division	18	(9)
Purchase of Existing Asylum Installations	26	
50th Anniversary of Hagiya Practical Affairs School	30	
Management of Musashino Day Nursery and Maternal & Child Home	32.33	
Good Treatment of Child Personnel (Warm Reception of Agency Workers)	50	
Purchase of Grounds and Buildings for Care Division	80	
77th Anniversary of Asylum		(Special 7)

END.