GHQ/SCAP Records(RG 331)
Description of contents

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23. Organization - Charts of Government Section

(3) Date: Aug. 1951 - Feb. 1952

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(5) Item description and comment:

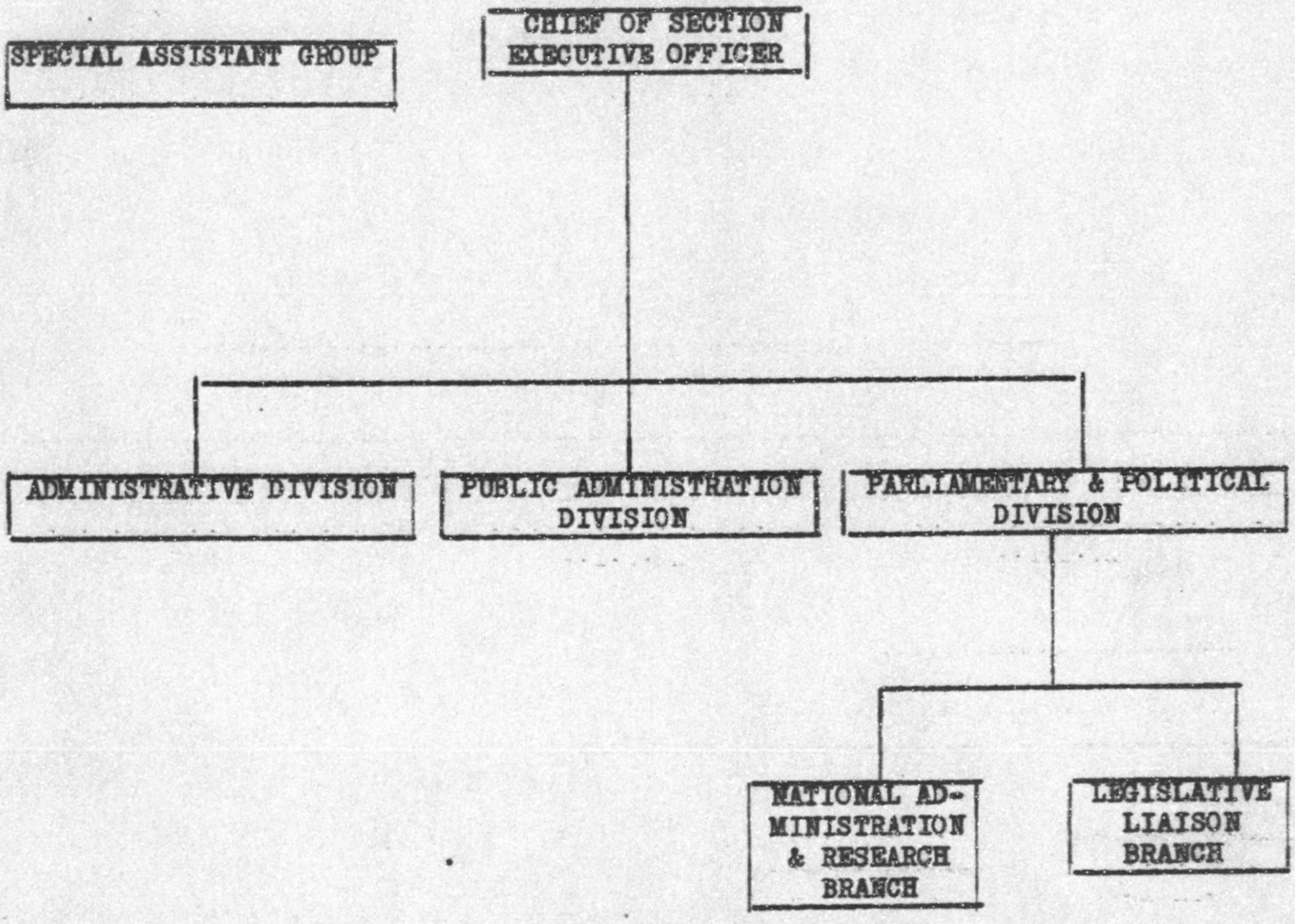
(6) Reproduction: (Yes) No

(7) Film no. Sheet no.

GOVERNMENT SECTION

ORGANIZATION CHART - STRUCTURE

1 February 1952



MANNING LEVEL (1 Feb 52)

6 OFF	14 DAC

1 - COL
2 - LT COLS
2 - MAJORS
1 - CAPTAIN

ORGANIZATION CHARTS FILE

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

SPECIAL ASSISTANT GROUP		
DAC (GS-15)	SPECIAL ASSISTANT, NATIONAL AFFAIRS	GS-13
DAC (GS-14)	SPECIAL ASSISTANT, LOCAL AFFAIRS	GS-13
MIL (MAJOR)	SPECIAL ASSISTANT, FOREIGN AFFAIRS	
MIL (LT COL)	SPECIAL ASSISTANT, CIVIL SERVICE AFFAIRS	MAJOR

2 - MIL
2 - DAC

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

ADMINISTRATIVE DIVISION		
DAC (GS-14)	CHIEF OF DIVISION	GS-9
DAC	INTERPRETER-TRANSLATOR	GS-11
DAC	INTERPRETER-TRANSLATOR	GS-8

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

PUBLIC ADMINISTRATION DIVISION		
DAC	CHIEF OF DIVISION	GS-13
MIL (MAJOR)	DEPUTY CHIEF	1st LT
DAC	CLERK-TRANSLATOR	GS-6
DAC	SECRETARY-TRANSLATOR-RESEARCH ANALYST	GS-6

1 - MIL
3 - DAC

Declassified per Executive Order 13526, Section 3.3(b)(1) and 3.3(b)(3) or (c) NNDB # 79-072

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

PARLIAMENTARY AND POLITICAL DIVISION

DAC	CHIEF OF DIVISION	GS-15
DAC (GS-14)	DEPUTY CHIEF	GS-13

NATIONAL ADMINISTRATION & RESEARCH BRANCH

DAC	RESEARCH ANALYST	GS-6
MIL (CAPT)	HISTORIAN	1st LT

LEGISLATIVE LIAISON BRANCH

MIL (LT COL)	CHIEF OF BRANCH	MAJOR

2 - MIL
3 - DAC

RELEASED TO THE JAPAN TIMES UNDER 5(d) AND 5(f) OF E.O. 12958 ON [illegible]

EXPLANATION OF CHANGE IN GOVERNMENT SECTION ORGANIZATIONAL STRUCTURE

1. The raison d'etre of Government Section is to advise the Supreme Commander for the Allied Powers as to the status of and policies pertaining to the internal structure of civil government in Japan. Corollary thereto are the following broad functions:

a. To guide the policy and organization of the Japanese Government in accordance with broad objectives of the Occupation;

b. To advise on the elimination of governmental controls over business and industry;

c. To advise on the institutionalization of new relationships between the citizen and the state in a representative democracy;

d. To observe political personalities, parties, associations, and forces in order to predict trends affecting Occupation policy;

e. To advise concerning the progressive relaxation of Occupation supervision and control of the Japanese Government in order that dangers of political vacuum, uncertainty and possible crisis upon the elimination of the SCAP authority is minimized.

2. Within these functions specific operations are necessarily unchanged so long as the SCAP structure exists; but others have been completed or have reached such stage that their completion can be predicted or is predictable depending upon sequence of events.

3. Until a Treaty is signed, SCAP continues the final authority within Japan but it becomes his increasing responsibility to guide the Japanese Government along lines that will aid in securing public support for a warm acceptance of the treaty terms presently under discussion and strengthen understanding of the mutual benefits to be derived from America's friendly relationships with a sovereign Japanese nation. Within these concepts, Government Section believes that the SCAP structures should be subject to successive reduction and that all functions not demanded by specific Occupational objective interfere with the achievement of self-determination by the Japanese and desirable relationships with them, and hence should be abolished.

4. Government Section has successively effected personnel reductions as reductions of function have become possible. Through this process, Government Section has maintained the bare skeleton structure necessary to carry out its basic function. It now appears that organization of Government

DECLASSIFIED DAC Letter 11052 Sec. 3(E) and 3(D) or (E) and # 79-072

Section can again be changed and some additional personnel reductions effected.

5. Present planning is as indicated on the positional and functional charts herewith, which must be considered together with these notes of explanation:

a. The Civil Service Division can be dissolved during the first quarter of the next fiscal year and all positions except one or two advisors and a technical assistant released;

b. The residual functions of the Public Affairs Division are incorporated in the Parliamentary and Political Division which makes it unnecessary to fill the now vacant position of Chief of the Public Affairs Division (GS-15) and assures coordination of these closely related functions. In the newly organized Division, the reports and analyses function can be decreased by one military and one civilian space during the third quarter of the next fiscal year.

c. Under the proposed reorganization, the Executive Group is reduced by one secretarial position (GS-5), the Administrative Division by one clerk stenographer position (GS-4), and the Public Affairs Division by one Information and Editorial clerk (GS-5) by the end of the fiscal year. Additionally since the position of Chief is filled by a DAC, one military position (Major General) can be released; and because the position of Deputy Chief is filled by a military officer who already has other functions, that DAC position (GS-15) need not be held.

6. When policies concerning further review of the Purge and the SCAP review of legislation are solidified, it may be possible for the Chief of Government Section to request still further personnel reduction. At present, however, these matters are unsettled and depend upon high-level decisions, some of which have international connotations and therefore must be made in Washington.

DECLASSIFIED NLS E.O. 11652 SEC. 3(E) AND 5(D) OR (E) NNSG # 79-072

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DECLASSIFIED E.O. 11652 SEC. 3(E) AND 5(D) OR (E) NNDG # 775 072

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DECLASSIFIED AND RELEASED SEC. 3(E) AND 3(D) OR (E) NNDG # 775 072

CIVIL SERVICE DIVISION *

DAC	CHIEF OF DIVISION	GS-15
DAC	DEPUTY CHIEF	GS-15
DAC	SECRETARY	GS-5
DAC	SECRETARY	GS-5
DAC	CHIEF, TRAINING BRANCH	GS-14
DAC	CHIEF, EXAMINATION BRANCH	GS-14
DAC	ASST. CHIEF, EXAMINATION BRANCH	GS-11
DAC	INFORMATION & EDITORIAL CLERK	GS-5
DAC	INTERPRETER-TRANSLATOR	GS-8
DAC	INFORMATION & EDITORIAL CLERK	GS-5

* This entire division is to be abolished and all positions cancelled before 30 Sept 51, with the possible retention of two or three persons for a short period during FY 1952.

PUBLIC ADMINISTRATION DIVISION

MIL	CHIEF OF DIVISION	COL *
MIL	CHIEF, STATISTICS & REVIEW BRANCH	MAJOR
DAC	CHIEF, ORGANIZATION BRANCH	GS-13
DAC	ATTORNEY ADVISOR	GS-12
DAC	SPECIAL INVESTIGATOR	GS-9
DAC	RESEARCH & EDITORIAL CLERK	GS-5
DAC	CLERK-TRANSLATOR	GS-6

* Acts in triple capacity as Deputy Chief, Government Section, Executive Officer and Chief, Public Administration Division.

PUBLIC ADMINISTRATION DIVISION

MIL	CHIEF OF DIVISION	COL *
MIL	CHIEF, STATISTICS & REVIEW BRANCH	MAJOR
DAC	CHIEF, ORGANIZATION BRANCH	GS-13
DAC	ATTORNEY ADVISOR	GS-12
DAC	SPECIAL INVESTIGATOR	GS-9
DAC	RESEARCH & EDITORIAL CLERK	GS-5
DAC	CLERK-TRANSLATOR	GS-6

* Acts in triple capacity as Deputy Chief, Government Section, Executive Officer and Chief, Public Administration Division.

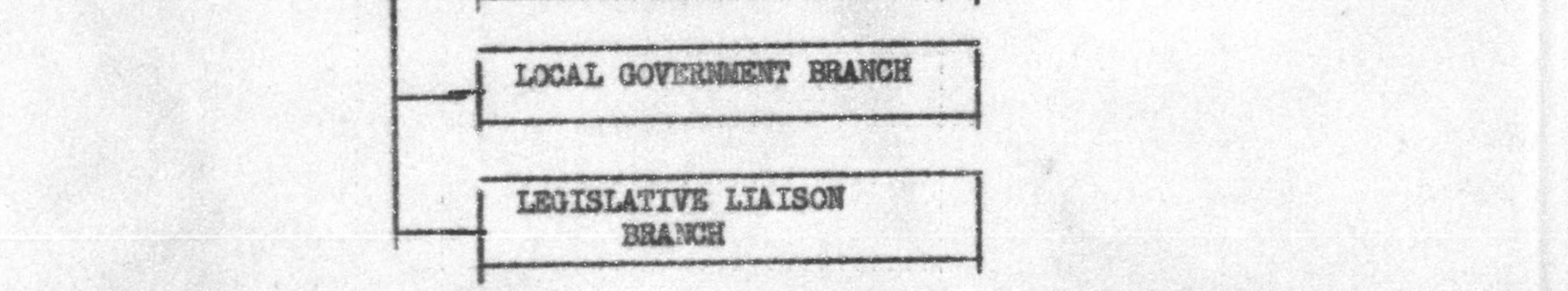
PUBLIC ADMINISTRATION DIVISION

MIL	CHIEF OF DIVISION	COL *
MIL	CHIEF, STATISTICS & REVIEW BRANCH	MAJOR
DAC	CHIEF, ORGANIZATION BRANCH	GS-13
DAC	ATTORNEY ADVISOR	GS-12
DAC	SPECIAL INVESTIGATOR	GS-9
DAC	RESEARCH & EDITORIAL CLERK	GS-5
DAC	CLERK-TRANSLATOR	GS-6

* Acts in triple capacity as Deputy Chief, Government Section, Executive Officer and Chief, Public Administration Division.

GOVERNMENT SECTION

ORGANIZATION CHART - STRUCTURE



GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

EXECUTIVE GROUP

EXECUTIVE GROUP		
DAC	CHIEF OF SECTION	GS-16
DAC	SECRETARY	GS-7
DAC	SECRETARY	GS-7
MIL	DEPUTY CHIEF & EXECUTIVE OFFICER	COL
DAC	SECRETARY	GS-6

SPECIAL ASSISTANT TO DEPUTY CHIEF	
DAC	GS-13
DAC	GS-5 *

* Position to be cancelled before 30 June 1951.

GOVERNMENT SECTION
ORGANIZATION CHART - PERSONNEL

EXECUTIVE GROUP

DAC	CHIEF OF SECTION	GS-16
DAC	SECRETARY	GS-7
DAC	SECRETARY	GS-7
MIL	DEPUTY CHIEF & EXECUTIVE OFFICER	COL
DAC	SECRETARY	GS-6

SPECIAL ASSISTANT TO DEPUTY CHIEF	
DAC	GS-13
DAC	GS-5 *

* Position to be cancelled before 30 June 1951.

ADMINISTRATIVE DIVISION

MIL DIVISION CHIEF & ASST EXEC OFFICER	LT COL
DAC INTERPRETER-TRANSLATOR	GS-11
DAC RESEARCH INTERPRETER	GS-8
DAC CHIEF FILE CLERK (SCAP LIBRARIAN)	GS-4
DAC FILE CLERK	GS-3
DAC PERSONNEL CLERK	GS-5
DAC ADMINISTRATIVE ASST. (RESEARCH)	GS-7
DAC CLERK-STENO	GS-4 *
DAC CHIEF CLERK	GS-5

*Position to be cancelled before 30 June 1951.

ADMINISTRATIVE DIVISION

MIL DIVISION CHIEF & ASST EXEC OFFICER	LT COL
DAC INTERPRETER-TRANSLATOR	GS-11
DAC RESEARCH INTERPRETER	GS-8
DAC CHIEF FILE CLERK (SCAP LIBRARIAN)	GS-4
DAC FILE CLERK	GS-3
DAC PERSONNEL CLERK	GS-5
DAC ADMINISTRATIVE ASST. (RESEARCH)	GS-7
DAC CLERK-STENO	GS-4 *
DAC CHIEF CLERK	GS-5

*Position to be cancelled before 30 June 1951.

PARLIAMENTARY & POLITICAL DIVISION

DAC	CHIEF OF DIVISION	GS-15
DAC	DEPUTY CHIEF	GS-14
DAC	SECRETARY (STENO)	GS-5

NATIONAL ADMINISTRATION & RESEARCH BRANCH

DAC	CHIEF OF BRANCH	GS-14
MIL	GOVERNMENT ANALYST	MAJOR #
MIL	HISTORIAN	CAPTAIN #
DAC	RESEARCH ANALYST	GS-9
DAC	INFORMATION & EDITORIAL CLERK	GS-5 *

LOCAL GOVERNMENT BRANCH

DAC	CHIEF OF BRANCH	GS-14
DAC	CLERK-TYPIST	GS-2 #

LEGISLATIVE LIAISON BRANCH

MIL	CHIEF OF BRANCH	LT COL
MIL	LEGISLATIVE ASSISTANT	MAJOR

* Position to be cancelled before 30 June 1951.

\# Position to be cancelled during 3rd quarter of FY 1952.

CHIEF	GS-15	Frank Rizzo	
Deputy	Lt. Col.	Jack P. Napier	
Special Assistant	GS-13	Makoto Matsukata	
Secretary	GS-7	Sheilah Hayes	
Secretary	GS-7	Edna Mae Smith	
Secretary	GS-6	Nori Kobayashi	
Secretary	GS-5	Genevieve Bergstrom	(1st Qtr.)

ADMINISTRATIVE DIVISION

CHIEF	Capt.	William E. Curtis	
Int-Trans	GS-11	Raymond T. Aka	
Pers. Clerk	GS-5	Valerie Osburn	
Clerk-Steno	GS-4	Rebecca B. Truman	(1st Qtr.)
Adm Clerk	GS-5	Jessie Johnson	
Chief File Clerk	GS-4	Phyllis Buckman	
File Clerk	GS-3	Verlin Oberst	
Res. Interp	GS-8	Gilbert Suzuki	

PUBLIC ADMINISTRATION DIVISION

Intel. Res. Analyst	GS-12	Sakaye Hayashi	
Spec. Inv.	GS-9	Harold Bettencourt	
Stat. Officer	Major	J.D. McWherter	
Atty Advisor	GS-12	Mikio Uchiyama	
Res. & Ed Clk	GS-5	Veranice Reilly	
Clerk-Trans	GS-6	Hatsuye Okino	
Res. Asst.	GS-7	Betty Hesselman	

PARLIAMENTARY AND POLITICAL DIVISION

CHIEF	GS-15	Justin Williams	
Legis Asst	Major	Crescenzo Guida	
Legis Asst	Capt.	Charles Norris	
Dist Oper. Branch	GS-13	Helen Loeb	
Research Analyst	GS-9	Edna Ferguson	
Secretary	GS-5	Ruth Grahamslaw	

PROGRAM AND ANALYSES BRANCH

CHIEF	GS-14	Marcel Grilli	
Info and Ed. Clerk	GS-5	Ruth Hays	(1st Qtr.)
Local Govt Spec.	GS-14	Nicholas Cottrell	
Res. Spec.	Capt	Alfred A. Joseph	
Res. Spec.	Lt.	Clifford Skoglund	(3rd Qtr.)
Clerk Typist	GS-2	Virginia Lincoln	(3rd Qtr.)

CIVIL SERVICE DIVISION

CHIEF	GS-15	Maynard Shirven	
Deputy	GS-15	Thomas K. Tindale	)
Secretary	GS-5	Grace Read	)
Secretary	GS-5	George Jankovsky	)
Training	GS-14	John Shively	) (2nd Qtr.)
Examination	GS-14	Joseph Speicher	)
Pers. Asst.	GS-11	John Jun Sato	)
Info and Ed. Clerk	GS-5	Johanna Mikkelsen	)
Int. Trans	GS-8	Chito Isonaga	
Info and Ed. Clerk	GS-5	Rosemary Darilek	(2nd Qtr.)

CHIEF	GS-15	Frank Rizzo	
Deputy	Lt. Col.	Jack P. Napier	
Special Assistant	GS-13	Makoto Matsukata	
Secretary	GS-7	Sheilah Hayes	
Secretary	GS-7	Edna Mae Smith	
Secretary	GS-6	Nori Kobayashi	
Secretary	GS-5	Genevieve Bergstrom	(1st Qtr.)

ADMINISTRATIVE DIVISION

CHIEF	Capt.	William E. Curtis	
Int-Trans	GS-11	Raymond T. Aka	
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Clerk-Steno	GS-4	Rebecca B. Truman	(1st Qtr.)
Adm Clerk	GS-5	Jessie Johnson	
Chief File Clerk	GS-4	Phyllis Buckman	
File Clerk	GS-3	Verlin Oberst	
Res. Interp	GS-8	Gilbert Suzuki	

PUBLIC ADMINISTRATION DIVISION

Intel. Res. Analyst	GS-12	Sakaye Hayashi	
Spec. Inv.	GS-9	Harold Bettencourt	
Stat. Officer	Major	J.D. McWherter	
Atty Advisor	GS-12	Mikio Uchiyama	
Res. & Ed Clk	GS-5	Veranice Reilly	
Clerk-Trans	GS-6	Matsuye Okino	
Res. Asst.	GS-7	Betty Hesselman	

PARLIAMENTARY AND POLITICAL DIVISION

CHIEF	GS-15	Justin Williams	
Legis Asst	Major	Crescenzo Guida	
Legis Asst	Capt.	Charles Norris	
Dist Oper. Branch	GS-13	Helen Loeb	
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Clerk Typist	GS-2	Virginia Lincoln	(3rd Qtr.)

CIVIL SERVICE DIVISION

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Deputy	GS-15	Thomas K. Tindale	)
Secretary	GS-5	Grace Read	)
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Examination	GS-14	Joseph Speicher	)
Pers. Asst.	GS-11	John Jun Sato	)
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Res. Spec.	Capt	Alfred A. Joseph	
Res. Spec.	Lt.	Clifford Skoglund	(3rd Qtr.)
Clerk Typist	GS-2	Virginia Lincoln	(3rd Qtr.)

CIVIL SERVICE DIVISION

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Deputy	GS-15	Thomas K. Tindale	(2nd Qtr.)
Secretary	GS-5	Grace Read	(2nd Qtr.)
Secretary	GS-5	George Jankovsky	(2nd Qtr.)
Training	GS-14	John Shively	(2nd Qtr.)
Examination	GS-14	Joseph Speicher	(2nd Qtr.)
Pers. Asst.	GS-11	John Jun Sato	(2nd Qtr.)
Info and Ed. Clerk	GS-5	Johanna Mikkelsen	(2nd Qtr.)
Int. Trans	GS-8	Chito Isonaga	(2nd Qtr.)
Info and Ed. Clerk	GS-5	Rosemary Darilek	(2nd Qtr.)

DRAFT

CHIEF:
  Secretary:
DEPUTY CHIEF and EXECUTIVE OFFICER:
  Secretary:
SPECIAL ASSISTANT to/Deputy Chief [redacted]:
  Secretary:

ADMINISTRATIVE Division

CHIEF:
  Int-Trans
  Res Interp
  Chief File Clerk
  File Clerk
  Pers Clerk
  ~~Secretary~~
  Secretary
  Clerk-Steno
CIVIL SERVICE Division

CHIEF:
  ~~Secretary~~
DEPUTY CHIEF:
  Secretary:
  Secretary:
  Chief, Training Branch
  Chief, Exam Branch
  Asst Chief, Exam Branch
  Info & Ed Clk
  ~~Int-Trans~~
  Info & Ed Clk

PARLIAMENTARY & POLITICAL Division

CHIEF:
  Chief, Programs & Analyses Branch
  Chief, Local Gvt Branch
  Chief, Diet Operations & Analysis Branch
  Chief, Legislative Liaison Branch
  Legis Asst
  Secretary (Steno)
  Info & Ed Clk
  Res Anl
  Chief, Operations Branch
  Deputy Chief, " "
  Clerk-Typist

Rizzo, Frank
Smith, Edna Mae & Hayes, S
Napier, Col
Kobayashi, Nori-
Matsukata, Makoto
Bergstrom, Genevieve -

Curtis, Capt
Aka, Raymond
Suzuki, Gilbert-
Bucknam, Phyllis
Oberst, Verlin
Osburn, Valerie
~~Hayes, Sheilah~~
(Hesselman, Betty)
~~Truman, Bessie~~ — 1st quarter
Johnson

Shirven, Maynard
~~Read, Grace~~
Tindale, Thomas
Read, Grace
Jankovsky, G
Shively, J
Speicher, J
~~Sato, I~~
Mikkelsen, J
Isonaga, C
Darilek, Rosemary

-Williams, J
-Grilli, M
-Cottrell, N
-Loeb, H
Guida, Major
-Norris, Capt
Grahamslaw, Ruth
Hays, Ruth —
~~Ferguson, Edna~~
Joseph, Capt — 2nd quarter
Skoglund, Lt
~~Lincoln~~ — 3rd quarter

chief Clerk — 1st quarter

1st quarter

37 —
Ferguson
Truman
29 C & 3rd quarter
26 — 3rd quarter

PUBLIC ADMINISTRATION DIVISION

CHIEF:
Chief, Statistics & Review Branch
Chief, Organization Branch
Atty Advisor
Spec Inv
Res & Ed Clk
Clerk-Trans

Napier, Col
McWherter, Major
Hayashi, S
Uchiyama, M
Bettencourt, H
Reilly, V
Ogino, H

D R A F T

CHIEF:	Rizzo, Frank
Secretary:	Smith, Edna Mae & Hayes, S
DEPUTY CHIEF and EXECUTIVE OFFICER:	Napier, Col
Secretary: ~~Chief Secretary~~	Kobayashi, Nori
SPECIAL ASSISTANT ~~to the Deputy Chief~~	Matsukata, Makoto
Secretary:	Bergstrom, Genevieve
ADMINISTRATIVE Division	
CHIEF:	Curtis, Capt
Int-Trans	Aka, Raymond
Res Interp	Suzuki, Gilbert
Chief File Clerk	Bucknam, Phyllis
File Clerk	Oberst, Verlin
Pers Clerk	Osburn, Valerie
~~Secretary~~	~~Hayes, Sheilah~~
Secretary	(Hesselman, Betty/
Clerk-Steno	·Truman, Rebecca
CIVIL SERVICE Division	
CHIEF:	Shirven, Maynard
~~Personnel Officer~~	~~Tindale, Thomas~~
DEPUTY CHIEF:	Tindale, Thomas
Secretary:	Read, Grace
Secretary:	Jankovsky, G
Chief, Training Branch	Shively, J
Chief, Exam Branch	Speicher, J
Asst Chief, Exam Branch	Sato, J
Info & Ed Clk	Mikkelsen, J
Int-Trans	Isonaga, C
Info & Ed Clk	Darilek, Rosemary
PARLIAMENTARY & POLITICAL Division	
CHIEF:	Williams, J
Chief, Programs & Analyses Branch	Grilli, M
Chief, Local Gvt Branch	Cottrell, N
Chief, Diet Operations & Analysis Branch	Loeb, H
Chief, Legislative Liaison Branch	Guida, Major
Legis Asst	Norris, Capt
Secretary (Steno)	Grahamslaw, Ruth
Info & Ed Clk	Hays, Ruth
Res Anl	Ferguson, Edna
Chief, Operations Branch	Joseph, Capt
Deputy Chief, " "	Skoglund, Lt
Clerk-Typist	Lincoln, V

43
Leto
Tenpas
Simon
Truesdale
Read

Jankovsky
Spaulding
Mansueto
Darbish

34

27

PUBLIC ADMINISTRATION DIVISION

CHIEF:
Chief, Statistics & Review Branch
Chief, Organization Branch
Atty Advisor
Spec Inv
Res & Ed Clk
Clerk-Trans

Napier, Col
McWherter, Major
Hayashi, S
Uchiyama, M
Bettencourt, H
Reilly, V
Ogino, H

Spec Asst GS-15

Chief	Brig Gen
Secretary	GS-7
Secretary	GS-7
Dep Chief	GS-15
Secretary	GS-6

Spec Asst

Exec Off	Major
Secretary	GS-6

Chief, Adm Div	Capt
Int-Trans	GS-11
Adm Asst	GS-7
Pers Clk	GS-5
Secy & Asst PsCl	GS-4
Chief Clerk	M/Sgt
Asst Ch Clk	Cpl
Supply Clerk	Cpl
Library Clerk	Sgt
File Clerk	Cpl
File Clerk	Cpl
File Clerk	Pfc

Spec Asst (CSD) GS-15

Exec Off Secretary — Major GS-6

Chief, Adm Div	Capt
Int-Trans	GS-11
Adm Asst	GS-7
Pers Clk	GS-5
Secy & Asst PsCl	GS-4
Chief Clerk	M/Sgt
Asst Ch Clk	Cpl
Supply Clerk	Cpl
Library Clerk	Sgt
File Clerk	Cpl
File Clerk	Cpl
File Clerk	Pfc

PARLIAMENTARY AND POLITICAL DIVISION

Chief	GS-15
Executive Officer	Capt
Chief,Leg Liai Br	Capt
Adm Asst	GS-5
Chief, Diet Optns & Ana Br	GS-12

PUBLIC ADMINISTRATION DIVISION

Chief

Statistics & Review Br
Chief
For Aff Spec
Govt Analyst
Res & Ed Clk
Res & Ed Clk
General Clk

Operations Br
Chief
Deputy Chief
Clk-Typ & File Clk
Clerk

Special Committees & Inves
Chief
Secretary

PUBLIC ADMINISTRATION DIVISION

Chief	Major
Statistics & Review Br	
Chief	Capt
For Aff Spec	GS-12
Govt Analyst	GS-11
Res & Ed Clk	GS-5
Res & Ed Clk	GS-5
General Clk	GS-4
Operations Br	
Chief	Capt
Deputy Chief	1t
Clk-Typ & File Clk	GS-4
Clerk	Sgt
Special Committees & Investigations Br	
Chief	GS-12
Secretary	GS-5

PUBLIC AFFAIRS DIVISIO

Chief	
Research Analyst	
Research & Analysis Branch	
Chief	
Research Assistant	
Local Government Branch	
Chief	

PUBLIC AFFAIRS DIVISION

Chief	GS-15
Research Analyst	GS-9
Research & Analysis Branch	
Chief	GS-13
Research Assistant	GS-7
Local Government Branch	
Chief	GS-13

CIVIL SERVICE DIVISION

Chief	GS-15	Ch,Exam Br
Acting Chief	GS-15	Exam Spec
Secretary	GS-5	Exam Spec
Secretary	GS-5	Exam Spec
Personnel Spec	GS-13	Exam Spec
Ch,Class & Comp Br	GS-14	Lang Spec
Comp Spec	GS-13	Info & Ed Cl
Class Spec	GS-13	Ch,Interpret
Comp Spec	GS-13	Res-Inter
Comp Spec	GS-13	Res-Inter
Class & Comp Anal	GS-11	Info & Ed Cl
Ch,Organization Br	GS-14	Clerk-Steno
Ch, Training Br	GS-14	Clerk-Steno
Training Spec	GS-13	Clerk-Steno
Methods Examiner	GS-9	Clerk-Steno
		File Clerk
		Receptionist

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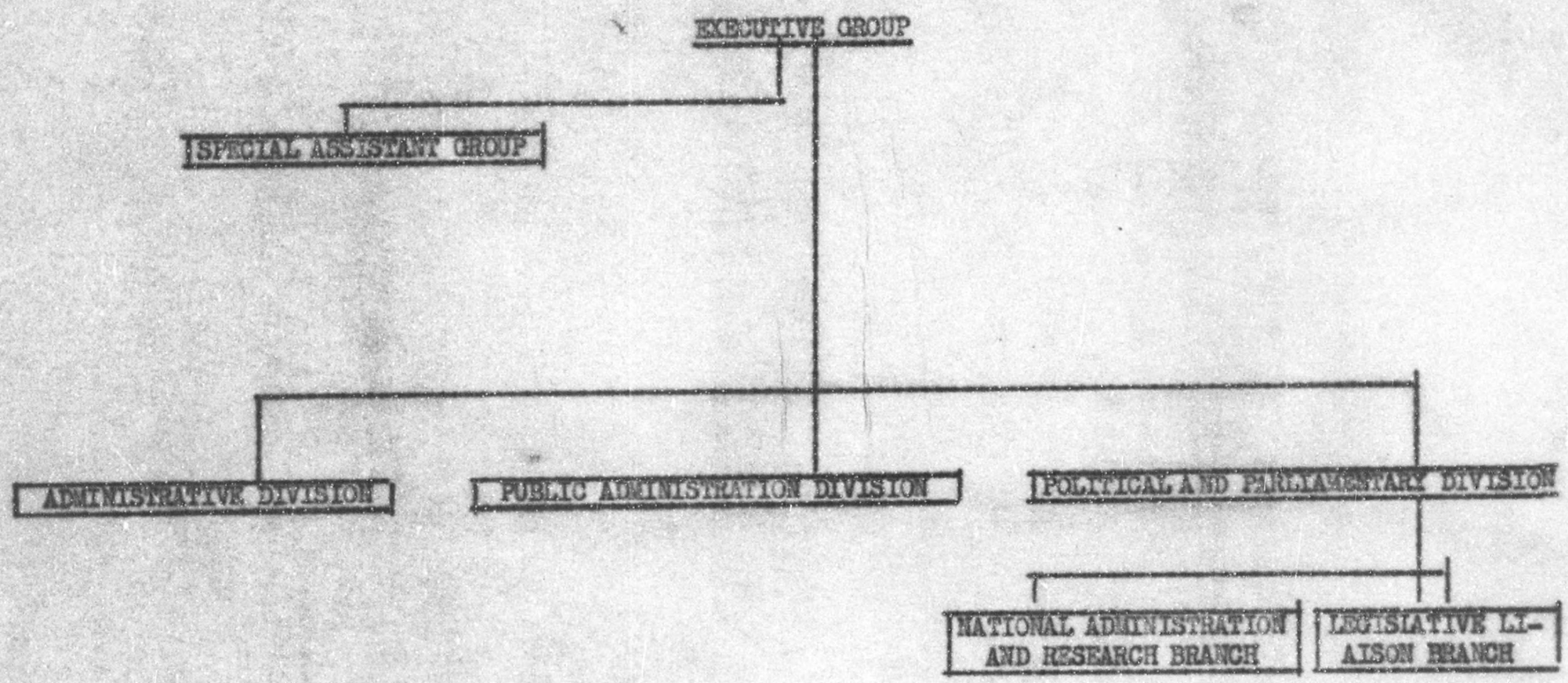
	GS-13
...stant	GS-7
...ent Branch	
	GS-13

CIVIL SERVICE DIVISION

Chief	GS-15	Ch,Exam Br	GS-14
Acting Chief	GS-15	Exam Spec	GS-13
Secretary	GS-5	Exam Spec	GS-13
Secretary	GS-5	Exam Spec	GS-12
Personnel Spec	GS-13	Exam Spec	GS-12
Ch,Class & Comp Br	GS-14	Lang Spec	GS-11
Comp Spec	GS-13	Info & Ed Clk	GS-5
Class Spec	GS-13	Ch,Interpret	GS-9
Comp Spec	GS-13	Res-Inter	GS-8
Comp Spec	GS-13	Res-Inter	GS-8
Class & Comp Anal	GS-11	Info & Ed Clk	GS-5
Ch,Organization Br	GS-14	Clerk-Steno	GS-4
Ch, Training Br	GS-14	Clerk-Steno	GS-4
Training Spec	GS-13	Clerk-Steno	GS-4
Methods Examiner	GS-9	Clerk-Steno	GS-4
		File Clerk	GS-4
		Receptionist	GS-3


EXECUTIVE GROUP
SPECIAL ASSISTANT GROUP
ADMINISTRATIVE DIVISION
PUBLIC ADMINISTRATION DIVISION
POLITICAL AND PARLIAMENTARY DIVISION
NATIONAL ADMINISTRATION AND RESEARCH BRANCH
LEGISLATIVE LIAISON BRANCH

30 July 1951.

30 July 1954

EXECUTIVE GROUP

Chief	Mr. Rizzo
Executive Officer	Major J. D. McWherter (acting)
Secretaries to Chief, OS	Edna Mae Smith
	Sheila Hayes
Secretary to Executive Officer	Veranice Reilly

SPECIAL ASSISTANT GROUP

Special Assistant, National Affairs	Major W. Monagan
Special Assistant, Local Affairs	M. Matsukata
~~JA Liaison Desk~~	~~S. H. Simes~~
Public Administration Clearing House Special Advisor	Mr. Warp (Visiting)
Research Analyst	Betty Hesselman (Legal Secy)
Secretary	Genevieve Bergstrom

ADMINISTRATIVE DIVISION

Chief	Captain W. E. Curtis
Chief Clerk	G. Jankovsky
Interpreter-Translator	C. Isonaga
Administrative Clerk	Grace E. Read
Interpreter - Translator	R. Aka

8

PUBLIC ADMINISTRATION DIVISION

Chief	S. Hayashi
Attorney Investigator	M. Uchiyama
Clerk-Translator	H. Ogino
Secretary-Translator-Research Analyst	N. Kobayashi
Interpreter-Translator	G. Suzuki
Special Investigator	H. Bettencourt

POLITICAL AND PARLIAMENTARY DIVISION

Chief	Dr. J. Williams
Deputy Chief	Helen Loeb
Secretary	Ruth Grahamslaw

National Administration & Research Branch

Chief	M. Grilli
Historian	Lt. C. Skoglund
Research Analyst	Ruth Hays

Legislative Liaison Branch

Chief	Major C. Guida
Legislative Assistant	Captain C. Norris

ADMINISTRATIVE DIVISION

Responsibilities

Internal Administration of Government Section

Personnel management and records

Supply

Correspondence

Translation and interpretation

Files

Message Center

ADMINISTRATIVE DIVISION

Responsibilities

Internal Administration of Government Section

Personnel management and records

Supply

Correspondence

Translation and interpretation

Files

Message Center

SPECIAL ASSISTANT GROUP

Responsibilities

Law enforcement policies

Imperial Household

Local Autonomy

Liaison with Japanese Government re: Firing Warnings

Special Projects: Political - legal studies
Public Administration Clearing House studies
Others

Administrative Reorganization

Revision of Laws and Ordinances

PUBLIC ADMINISTRATION DIVISION

Responsibilities

Purge

Undemocratic Organizations

Nominations for Public Office

Political Parties (Per Cabinet Order No. 64)

Zaibatsu Appointees

Special Projects

PARLIAMENTARY AND POLITICAL DIVISION

Responsibilities

Legislation

Political Parties

Elections

DECLASSIFIED DOD 5200.1-R SEC. 3(E) AND 3(D) OR (E) AND [illegible] 770 072

EXECUTIVE GROUP

Responsibilities

Advisor to CinC, C/S and DC/S

Supervision of the Japanese Government at Cabinet Level

Coordination of work within Section

Liaison with other Staff Sections (correspondence and verbal)

Intra-Staff Section Committees

DECLASSIFIED E.O. 11652 SEC. 3(E) AND 5(D) OR (E) NNDG # 795 072

EXECUTIVE GROUP

Actual Duties

Advises CinC, C/S and DC/S on political and governmental matters.

Supervises Japanese Government at Cabinet level.

Coordinates work of Divisions and Special Assistant Group.

Liaison with other SCAP Sections; Section Chief level.

Liaison with other SCAP Sections below Section Chief level.

Attends intra SCAP Section Committees.

Special Projects.

DECLASSIFIED E.O. 11652 SEC. 3(E) AND 5(D) OR (E) NNDG # 775 072

ADMINISTRATIVE DIVISION

Actual Duties

Operation of Message Center

Maintenance of files

Translation of Japanese documents, including scanning Japanese press for items of interest to Government Section

Personnel Management and records

Supply

Routine correspondence

Internal administration of Government Section

Special Projects

Interpret for Government Section

REGRADED UNCLASSIFIED BY SCAP (G) AND 5(b) OR (E) NNCP # 775 072

SPECIAL ASSISTANT GROUP

Actual Duties

Dissemination of firing warnings

Preparation of Government Organization Report

Coordination with associations of Governors, Mayors, Town and Village Chiefs, and Chairmen of Assemblies

Liaison with Local Autonomy Agency

Secretarial aid to visiting experts and Local Government Administrative Investigation Commissions

Liaison and advise to Public Administration Clearing House of Japan and Local Finance Commissions

Study of political and legal problems

Liaison with Special Assistant, Liaison Bureau, Ministry of Foreign Affairs

JCS and FEC Documents Research

Special Projects:

a. Permanent
   (1) Special Assistant's files
   (2) Law enforcement (police, judicial, etc.)

b. Temporary
   (1) Immigration
   (2) CIE coordination
   (3) Study of Government Section's file system with purpose of streamlining and efficiency
   (4) Liaison with Ordinance Review Committee

Liaison with Administrative Management Agency

PUBLIC ADMINISTRATION DIVISION

Actual Duties

Purge - ensuring compliance with SCAPIN 550:

a. Surveillance of work of Inspection Section, PMO
b. Surveillance of work of Observation Department, SIB, AGO
c. Liaison with Public Procurator's Office, AGO
d. Liaison with Secretariat, Supreme Court
e. Prepare reports for Chief, Government Section on Purge matters.

Control of Undemocratic Organizations - ensuring compliance with SCAPIN 548:

a. Surveillance of Investigation Department, SIB, AGO
b. Liaison with Metropolitan Police Bureau
c. Liaison with the National Police Reserve
d. Liaison with Public Procurator's Office
e. Prepare reports for Chief of Government Section on Undemocratic Organizations

Prepare reports for Chief of Government Section on Political Parties as they come within provisions of Cabinet Order No. 64 of 1949.

Screening appointments to Public Office - Liaison with Legislative Affairs Assistant, Liaison Bureau, Ministry of Foreign Affairs.

Zaibatsu Personnel restrictions - surveillance of work of Supervision Section, PMO

Special Projects:

a. Permanent
   (1) Write up biographical sketches of prominent Japanese
   (2) Division files, translation, research
   (3) Surveillance of SIB, General Affairs Section
   (4) Liaison with Special Japanese groups

b. Temporary
   (1) Revisions of Ordinances related to Purge and control of undemocratic organizations; preparation for presentation of such ordinance to Diet as Bills.

DECLASSIFIED AND E.O. 11652 SEC. 5(E) AND 5(D) OR (E) MDG # 78-572

PARLIAMENTARY AND POLITICAL DIVISION

Actual Duties

Liaison with Diet Secretariat

Coordination of Legislative Proposals with other Staff Sections

Liaison with Members and Political Parties within the Diet

Elections - liaison with Election Management Agency

Prepare periodic and special reports of political developments

Special projects

a. Permanent
   (1) Reports for Chief of Government Section on political trends
   (2) Compiles comprehensive and continuing history of political reorientation of Japan
   (3) Prepares daily briefing notes for Chief of Government Section
   (4) Scans publications for items of interest to SCAP
   (5) Maintains Government Section library

b. Temporary
   (1) Government Section history

GOVERNMENT SECTION

THE SPECIAL ASSISTANT TO CHIEF

CHIEF OF SECTION

DEPUTY CHIEF

SPECIAL ASSISTANT TO CHIEF IN CHARGE OF CIVIL SERVICE

EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Administrative Division recommends policy on all matters relating to the internal administration of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and directs the activities of the interpreters and the section library. The Administrative Officer, as Division Chief, advises and coordinates with the Executive Officer on matters pertaining to personnel and administration.

PARLIAMENTARY AND POLITICAL DIVISION

The Parliamentary and Political Division advises on policies concerning the National Diet as the highest organ of state power and the sole law-making organ of the state under the Constitution of Japan and recommends measures relating to the internal organization and procedures of the House of Representatives and the House of Councillors, the functioning of standing and special committees, the impeachment court, the National Library, and other agencies of the Houses, including those conducting investigations in relation to government; maintains close liaison with important political parties and prepares reports and appraisals on their platforms and policies; and represents General Headquarters in all matters requiring conferences and discussion with the Diet or members, committees or agencies thereof.

PUBLIC ADMINISTRATION DIVISION

The Public Administration Division advises on policies concerning the Cabinet in the exercise of executive power under the Constitution of Japan and recommends measures relating to the faithful execution of the laws of the land, the conduct of affairs of state, and the relationship of the national government to local public entities; advises on policies relating to the Emperor and the Imperial House; the removal and barring of undesirable personnel from public service; and the exclusion of militaristic, ultra-nationalistic and terroristic organizations, feudalistic practices, and totalitarian devices from Japanese government and society; and supervises SCAP review of progress of Legislative Committees and other governmental agencies conducting investigations of matters of SCAP interest and of the investigatorial activities of the Public Procurators.

PUBLIC AFFAIRS DIVISION

The Public Affairs Division is responsible for advising the Section Chief concerning policies relating to the decentralization of government and the development of local autonomy and the implementation thereof; handles matters relating to information and education media and programs; prepares reports and analyses relating to governmental and political affairs and to the application and implementation of basic directives; develops a comprehensive program of political education in behalf of the Japanese people, including initiation of measures to stimulate popular understanding and acceptance of social reforms resulting from governmental and political changes during the period of the occupation; informs and advises Eighth Army concerning Section programs; undertakes special projects assigned by the Chief or Deputy Chief.

CIVIL SERVICE DIVISION

The Civil Service Division is responsible for and advises on policies concerning all matters pertaining to personnel administration in the public service in Japan at national, prefectural, municipal and all other levels to assure, in manner consistent with democratic practices, maximum integrity and efficiency in the performance of public duties. This includes the initiation, revision and supplementation, as necessary, of the laws, policies, practices, programs, procedures, rules and standards affecting all public personnel administration in Japan and specifically includes, in addition to all related matters, supervision of public employee recruitment, placement, classification, compensation, leave, allowances, training, discipline, health, recreation, welfare, safety, efficiency, injury compensation, employee relations, grievances, working conditions and retirement.

3 March 1950

GOVERNMENT SECTION
ORGANIZATION CHART -- FUNCTIONS

SPECIAL ASSISTANT TO DEPUTY CHIEF

CHIEF OF SECTION
DEPUTY CHIEF OF SECTION
EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Administrative Division recommends policy on all matters relating to the internal administration of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and directs the activities of the interpreters and the section library. The Administrative Officer, as Division Chief, advises and coordinates with the Executive Officer on matters pertaining to personnel and administration. Furnishes translator-interpreter, stenographic, research assistance and library services to the Chief, Government Section and technical divisions as required.

Maintains liaison with the Japanese Government regarding all practice pertaining to Occupation Forces.

PARLIAMENTARY & POLITICAL DIVISION

The Parliamentary & Political Division, for the Section Chief, implements SCAP policies for establishing and strengthening responsible government in the legislative and executive branches at both national and local levels; consults and advises with Japanese political leaders on appropriate party policies and platforms; prepares analyses and reports for SCAP and Department of Army on current political trends and developments in Japan; observes conduct, advises on administration and analyses results of national and local elections; examines and makes policy recommendations on proposed legislation pertaining to organization and administration of government at national and local levels; reviews, coordinates and clears for GHQ in terms of Occupation objectives all proposed legislation; supervises relations of GHQ staff sections and Allied agencies with National Diet; compiles comprehensive and continuing history of the political re-orientation of Japan under the occupation.

PUBLIC ADMINISTRATION

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GOVERNMENT SECTION

ORGANIZATION CHART -- FUNCTIONS

CHIEF OF SECTION
DEPUTY CHIEF OF SECTION
EXECUTIVE OFFICER

...Y & POLITICAL DIVISION

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PUBLIC ADMINISTRATION DIVISION

The Public Administration Division advises on policies concerning the Cabinet in the exercise of executive powers under the Constitution of Japan and recommends measures relating to the execution of the laws of the land, the conduct of affairs of state, and the control of the national government's executive agencies extending into local administrative districts; advises on policies relating to the operations of the national government on policies relating to the Emperor and the Imperial House; on the removal and barring of undesirable personnel from public office; and on the exclusion of militaristic, ultra-nationalistic, terroristic and other undemocratic organizations, feudalistic and anti-occupation activities, and totalitarian devices from Japanese government and society; supervises SCAP review of progress of Legislative Committees and other governmental agencies conducting investigations of matters of SCAP interest and of the investigatorial activities of the Public Procurators, as well as other agencies and activities designed to ensure that there will continue a democratic Japanese government chosen by and responsive to the freely expressed will of the people; gathers and prepares informational materials on prominent Japanese personages, on behind-the-scenes activities in political and other fields, and on special subjects which the Chief of Government Section requires in order to advise the SCAP pursuant to current General Orders

CIVIL SERVICE DIVISION

The Civil Service Division is responsible for and advises on policies concerning all matters pertaining to personnel administration in the public service in Japan at national, prefectural, municipal and all other levels to assure, in manner consistent with democratic practices, maximum integrity and efficiency in the performance of public duties. This includes the initiation, revision and supplementation, as necessary, of the laws, policies, practices, programs, procedures, rules and standards affecting all public personnel administration in Japan and specifically includes, in addition to all related matters, supervision of public employee recruitment, placement, classification, compensation, leave, allowances, training, discipline, health, recreation, welfare, safety, efficiency, injury compensation, employee relations, grievances, working conditions and retirement.

D

GOVERNMENT SECTION
ORGANIZATION CHART — FUNCTIONS

SPECIAL ASSISTANT TO DEPUTY CHIEF

CHIEF OF SECTION
DEPUTY CHIEF OF SECTION
EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Administrative Division recommends policy on all matters relating to the internal administration of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and directs the activities of the interpreters and the section library. The Administrative Officer, as Division Chief, advises and coordinates with the Executive Officer on matters pertaining to personnel and administration.

Furnishes translator-interpreter, stenographic, research assistance and library services to the Chief, Government Section and technical divisions as required.

PARLIAMENTARY & POLITICAL DIVISION

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PUBLIC ADMINISTR

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GOVERNMENT SECTION

ORGANIZATION CHART -- FUNCTIONS

CHIEF OF SECTION
DEPUTY CHIEF OF SECTION
EXECUTIVE OFFICER

...Y & POLITICAL DIVISION

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PUBLIC ADMINISTRATION DIVISION

The Public Administration Division advises on policies concerning the Cabinet in the exercise of executive powers under the Constitution of Japan and recommends measures relating to the execution of the laws of the land, the conduct of affairs of state, and the control of the national government's executive agencies extending into local administrative districts; advises on policies relating to the operations of the national government on policies relating to the Emperor and the Imperial House; on the removal and barring of undesirable personnel from public office; and on the exclusion of militaristic, ultra-nationalistic, terroristic and other undemocratic organizations, feudalistic and anti-occupation activities, and totalitarian devices from Japanese government and society; supervises SCAP review of progress of legislative Committees and other governmental agencies conducting investigations of matters of SCAP interest and of the investigatorial activities of the Public Procurators, as well as other agencies and activities designed to ensure that there will continue a democratic Japanese government chosen by and responsive to the freely expressed will of the people; gathers and prepares informational materials on prominent Japanese personages, on behind-the-scenes activities in political and other fields, and on special subjects which the Chief of Government Section requires in order to advise the SCAP pursuant to current General Orders

CIVIL SERVICE DIVISION

The Civil Service Division is responsible for and advises on policies concerning all matters pertaining to personnel administration in the public service in Japan at national, prefectural, municipal and all other levels to assure, in manner consistent with democratic practices, maximum integrity and efficiency in the performance of public duties. This includes the initiation, revision and supplementation, as necessary, of the laws, policies, practices, programs, procedures, rules and standards affecting all public personnel administration in Japan and specifically includes, in addition to all related matters, supervision of public employee recruitment, placement, classification, compensation, leave, allowances, training, discipline, health, recreation, welfare, safety, efficiency, injury compensation, employee relations, grievances, working conditions and retirement.

GOVERNMENT SECTION

31 August 1951

MEMORANDUM FOR THE RECORD:

The attached organizational and functional charts and listings of supporting projects are based on a manning level of six (6) officers and nineteen (19) civilians, which is the maximum authorized strength for Government Section as of 1 January 1952.

W.E.C.

ORGANIZATION CHART FILE

Major W.E.Curtis 26-6962

Revised Position and Function Charts
and Projects Statements

Govt Sec G-1 31 August 1951

2. Submitted herewith are organization charts and listings requested in Check Note No. 1 above.

Incls.

- F. R. - - - - - - - - - - - - -

GENERAL HEADQUARTERS
FAR EAST COMMAND

Miss Rodekuhr/ru
26-7915

C H E C K S H E E T

Subject: Revised Position and Function Charts and Projects Statements

Note No. | From: G-1 | To: See Distribution | Date: AUG 21 1951

1 1. Reference is made to C/N No. 1 from G-1 to your section, Subject: Revised GARIOA Manning Level, dated 14 May 1951, which established the maximum allowable strengths as of the end of each month in FY 1952.

2. Since these reduced manning levels necessitated reorganization and revision of program objectives for most SCAP sections, no attempt was made to request revised position and functional charts until the effectuation of reductions in personnel and/or elimination of functions formerly performed could be completed.

3. It is essential for future planning that appropriate information, pertaining to the continuing activities to be performed by SCAP under the minimum strength authorizations, be furnished. It is therefor requested that position and functional charts, reflecting the organization structure and personnel staff to be retained under the minimum strength approved for your section, be submitted. Position charts should show for each organizational segment all military, DAC and JN positions authorized by ultimate minimum approved manning levels. For each position, show type of position (Military, DAC or JN), position title, rank or grade, and in the case of military positions, MOS number.

4. It is also requested that a listing be made of specific projects to be continued in support of functions being retained. Functional charts requested in paragraph 3 will reflect the broader program responsibilities of the sections. The projects listing is intended more specifically to provide a simple, concise statement of activity for each area of work responsibility being performed.

5. Request that the required charts and listings be furnished G-1 on or before 31 August 1951.

Bem

- B. L. M. - - - - - - - - - - - -

DISTRIBUTION:

G-2 (PSD only)	GS
CCS	LS
CPC	NRS
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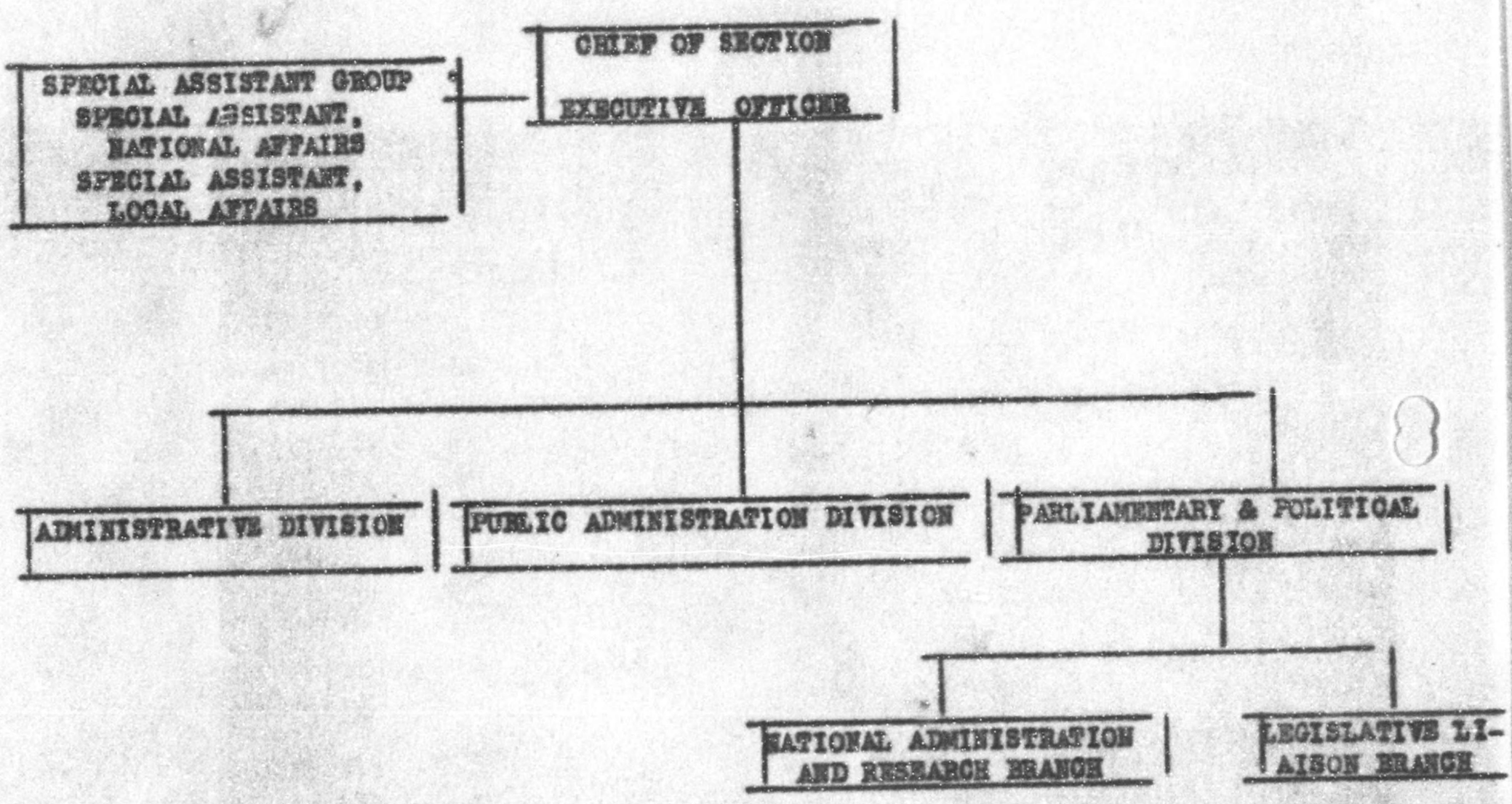
GOVERNMENT SECTION

ORGANIZATION CHART - STRUCTURE



GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

EXECUTIVE GROUP

DAC	CHIEF OF SECTION	GS-16
DAC	SECRETARY	GS-7
DAC	SECRETARY	GS-7
MIL	EXECUTIVE OFFICER	COL
DAC	SECRETARY	GS-6

GOVERNMENT SECTION

ORGANIZATION CHART PERSONNEL

SPECIAL ASSISTANT GROUP

MIL	SPECIAL ASSISTANT, NATIONAL AFFAIRS	LT COL
DAC	SPECIAL ASSISTANT, LOCAL AFFAIRS	GS-14
DAC	RESEARCH ANALYST AND LEGAL SECRETARY	GS-7
DAC	SECRETARY	GS-5

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

ADMINISTRATIVE DIVISION

DAC	CHIEF OF DIVISION	GS-14
DAC	INTERPRETER-TRANSLATOR	GS-11
DAC	INTERPRETER-TRANSLATOR	GS-8
DAC	ADMINISTRATIVE-CLERK	GS-5

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

PUBLIC ADMINISTRATION DIVISION

DAC	CHIEF OF DIVISION	GS-13
DAC	CLERK-TRANSLATOR	GS-6
DAC	SECRETARY-TRANSLATOR-RESEARCH ANALYST	GS-6
DAC	INTERPRETER-TRANSLATOR	GS-8

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

PUBLIC ADMINISTRATION DIVISION

DAC	CHIEF OF DIVISION	GS-13
DAC	CLERK-TRANSLATOR	GS-6
DAC	SECRETARY-TRANSLATOR-RESEARCH ANALYST	GS-6
DAC	INTERPRETER-TRANSLATOR	GS-8

GOVERNMENT SECTION

ORGANIZATION CHART - PERSONNEL

PARLIAMENTARY AND POLITICAL DIVISION

DAC	CHIEF OF DIVISION	GS-15
DAC	DEPUTY CHIEF	GS-14
DAC	SECRETARY	GS-5

NATIONAL ADMINISTRATION & RESEARCH BRANCH

DAC	CHIEF OF BRANCH	GS-14
MIL	GOVERNMENT ANALYST	MAJOR
MIL	HISTORIAN	CAPTAIN

LEGISLATIVE LIAISON BRANCH

MIL	CHIEF OF BRANCH	LT COL
MIL	LEGISLATIVE ASSISTANT	MAJOR

GOVERNMENT [illegible]TION
ORGANIZATION CHART [illegible] FUNCTIONS

CHIEF OF SECTION
EXECUTIVE OFFICER

SPECIAL ASSISTANT GROUP

The Special Assistant Group advises on policies concerning the Cabinet in the exercise of executive powers under the Constitution of Japan and recommends measures relating to the execution of the laws of the land, the conduct of affairs of state, and the control of the national government's executive agencies extending into local administrative districts; advises on policies relating to the operation and organization of the national government and on policies relating to the Emperor and the Imperial House; on the development of local autonomy; and on law enforcement along democratic lines throughout Japan. Reviews proposed actions of Japanese Government to determine conformity to SCAP policy and Joint Chiefs of Staff and Far East Commission directives. Coordinates within GHQ and with the Japanese Government the policy and procedural aspects of timely dissemination of information concerning firing and bombing practice by Occupation Forces. Coordinates with all GHQ Sections on policy matters.

ADMINISTRATIVE DIVISION

The Administrative Division recommends policy on all matters relating to the internal administration of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and directs the activities of the interpreters and the section library. The Administrative Officer, as Division Chief, advises and coordinates with the Executive Officer on matters pertaining to personnel and administration. Maintains liaison with the Japanese Government regarding all practice firing by Occupation Forces. Furnishes translator-interpreter, stenographic, research assistance and library services to the Chief, Government Section and technical divisions as required.

PUBLIC ADMINISTRATIO

The Public Admini
vision advises on the
barring of undesirable
public office; and on
of militaristic, ultran
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society; supervises SC
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GOVERNMENT [illegible]ION
ORGANIZATION CHART [illegible] FUNCTIONS

CHIEF OF SECTION
EXECUTIVE OFFICER

[illegible]ATIVE DIVISION

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and maintenance of
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prepares and checks
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PUBLIC ADMINISTRATION DIVISION

The Public Administration Division advises on the removal and barring of undesirable personnel from public office; and on the exclusion of militaristic, ultranationalistic, terroristic and other undemocratic organizations, feudalistic and anti-occupation activities, and totalitarian devices from Japanese government and society; supervises SCAP review of progress of Legislative Committees and other governmental agencies conducting investigations of matters of SCAP interest and of the investigatorial activities of the Public Procurators, as well as other agencies and activities designed to ensure that there will continue a democratic Japanese government chosen by and responsive to the freely expressed will of the people; gathers and prepares informational materials on prominent Japanese personages, on behind-the-scenes activities in political and other fields, and on special subjects which the Chief of Government Section requires in order to advise the SCAP pursuant to current General Orders.

PARLIAMENTARY & POLITICAL DIVISION

Parliamentary and Political Division implements SCAP policies pertaining to establishment of responsible government in Japan; coordinates within GHQ proposed Japanese legislation prior to its introduction in the Diet; maintains surveillance over all Diet activities; insures that Diet-approved measures conform to Occupation objectives; consults and advises with Japanese political party leaders on political trends and developments; analyses results of Japanese elections; prepares Government Section Monthly Report and History of Political Reorientation of Japan; carries out direct special assignments in the governmental sphere from the Section Chief.

GOVERNMENT SECTION

EXECUTIVE GROUP

Continuing Projects

1. Advisor to SCAP, C/S and DC/S on matters relating to the political reorientation of Japan.

2. Supervision of the Japanese Government at Cabinet level.

3. Coordination of all activities within Section.

4. Liaison with other Staff Sections on policy matters.

5. Participation in activities of intra-staff section committees.

GOVERNMENT SECTION

SPECIAL ASSISTANT GROUP

Continuing Projects

1. Advice and guidance to associations of Governors, Mayors, Town and Village Chiefs, and Chairmen of local assemblies.

2. Advice and guidance to Local Autonomy Agency and Local Finance Commission.

3. Advice and guidance to Public Administration Clearing House of Japan.

4. Liaison on matters concerning Cabinet and Japanese Government Policy with the Special Assistant, Liaison Bureau, and Ministry of Foreign Affairs.

5. Supervision of law enforcement policies of National Rural Police, National Police Reserve and local police forces.

6. Advice and guidance to Administrative Management Agency and Ordinance Review Committee concerning revision of structure of Japanese Government and revision of laws and ordinances pursuant to the continuing relaxation of occupation controls.

7. Liaison with Imperial Household Officials on matters pertaining to the Emperor and Household affairs.

8. Review of proposed executive actions of Japanese Government to determine conformity to SCAP policy and Far East Commission Directives; staff coordination within GHQ of these matters.

9. Advice to SCAP and FEC sections on matters relating to executive functions of the Japanese Government.

10. Coordination within GHQ and with the Japanese Government of projects under the Exchange of Leaders Program.

11. Coordination within GHQ and with the Japanese Government of the policy and procedural aspects of timely dissemination of information concerning practice firing and bombing by Occupation Forces.

GOVERNMENT SECTION

ADMINISTRATIVE DIVISION

Continuing Projects

1. Operation of Message Center.

2. Maintenance of Section files and library.

3. Translation of Japanese documents, including scanning Japanese press for items of interest to Government Section and the Supreme Commander.

4. Personnel management and records.

5. Section supply and supply records.

6. Prepare and check Section correspondence and reports.

7. Perform internal administration of Government Section.

8. Special projects assigned by the Section Chief.

9. Supervise interpreter service for Government Section.

10. Dissemination of Firing Warnings to Japanese Government.

11. Preparation of Monthly Japanese Government Organization Report.

GOVERNMENT SECTION

PUBLIC ADMINISTRATION DIVISION

Continuing Projects

1. Purge - ensuring compliance with SCAPIN 550:

   a. Surveillance of work of Inspection Section, PMO.
   b. Surveillance of work of Observation Department, SIB, AGO.
   c. Liaison with Public Procurator's Office, AGO.
   d. Liaison with Secretariat, Supreme Court.
   e. Prepare reports for Chief, Government Section on Purge matters.

2. Control of Undemocratic Organizations - ensuring compliance with SCAPIN 548:

   a. Surveillance of Investigation Department, SIB, AGO.
   b. Liaison with Metropolitan Police Bureau.
   c. Liaison with the National Police Reserve.
   d. Liaison with Public Procurator's Office.
   e. Prepare reports for Chief of Government Section on Undemocratic Organizations.

3. Prepare reports for Chief of Government Section on Political Parties as they come within provisions of Cabinet Order No. 64 of 1949.

4. Screening appointments to Public Office - Liaison with Legislative Affairs Assistant, Liaison Bureau, Ministry of Foreign Affairs.

5. Special Projects.

   a. Revisions of Ordinances related to Purge and control of undemocratic organizations; preparation for presentation of such ordinance to Diet as Bills.
   b. Write up biographical sketches of prominent Japanese.
   c. Division files, translation, research.
   d. Surveillance of SIB, General Affairs Section.
   e. Liaison with Special Japanese groups.

GOVERNMENT SECTION

PARLIAMENTARY AND POLITICAL DIVISION

Continuing Projects

1. Implementation of SCAP policies:

   a. Consults at their request with Diet presiding officers, standing committee chairmen and Secretaries-General on parliamentary procedures, use of legislative facilities, and functions of the Legislature under the Constitution;
   b. Sponsors dispatch of Diet delegations to U.S. under DA Exchange of Persons Program;
   c. Advises other GHQ Staff Sections on matters pertaining to the Occupation policy of fostering representative and responsible government.

2. Coordination of Japanese legislation:

   a. Receives, coordinates within GHQ, and clears Cabinet- and Diet-sponsored legislation for introduction in the Diet;
   b. Adjusts differences that arise over legislation between GHQ sections and Diet committees;
   c. Dispatches legislative bills under Diet deliberation to Department of Army;
   d. Maintains the only existing complete library of post-war Japanese legislation and Japanese Cabinet Orders, properly indexed, for use of GHQ and Department of Army.

3. Relationship between Occupation agencies and Diet:

   a. Arranges all contacts of Occupation agencies with Diet on official matters;
   b. Sets up meetings for visiting dignitaries and Diet groups.

4. Surveillance of Diet activities:

   a. Through Diet Liaison Sections obtains daily reports on Diet plenary sessions, committee deliberations, party caucuses, and miscellaneous meetings in Diet office buildings;
   b. Analyzes and evaluates these activities for the SCAP.

5. Conformance of legislation to Occupation objectives:
   Examines and withholds clearance of proposed amendments to legislative measures under Diet deliberation which would contravene SCAP policies.

6. Japanese political parties:
   Maintains contact with political leaders and advises Chief, Government Section, on political trends and developments.

7. Japanese elections:

   a. Maintains direct liaison with National Election Management Commission and analyzes results of all elections;
   b. Advises Chief, Government Section, on proposed election law revisions.

8. Monthly Report and History of Political Reorientation of Japan:

   a. Prepares monthly GS Report on political developments for the SCAP;

   b. Prepares continuing history of political reorientation of Japan since 1948.

9. Special assignments from Section Chief:

   a. Resolves as they arise Japanese inter- and intra-party conflicts having a bearing on U.S. policy;
   b. Obtains reliable political information on specific plans and intentions of the Japanese Government;
   c. Confers with GHQ sections on problems involving Japanese Government agencies;
   d. Acts for him in his absence.

THE SPECIAL
ASSISTANT TO
CHIEF

GOVERNMENT SECTION

CHIEF OF SECTION

DEPUTY CHIEF

EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Administrative Division recommends policy on all matters relating to the internal administration of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and directs the activities of the interpreters and the section library. The Administrative Officer, as Division Chief, advises and coordinates with the Executive Officer on matters pertaining to personnel and administration.

SPECIAL ASSISTANT
TO CHIEF IN CHARGE
OF CIVIL SERVICE

EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Administrative Division recommends policy on all matters relating to the internal administration of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and directs the activities of the interpreters and the section library. The Administrative Officer, as Division Chief, advises and coordinates with the Executive Officer on matters pertaining to personnel and administration.

PARLIAMENTARY AND POLITICAL DIVISION

The Parliamentary and Political Division advises on policies concerning the National Diet as the highest organ of state power and the sole law-making organ of the state under the Constitution of Japan and recommends measures relating to the internal organization and procedures of the House of Representatives and the House of Councillors, the functioning of standing and special committees, the impeachment court, the National Library, and other agencies of the Houses, including those conducting investigations in relation to government; maintains close liaison with important political parties and prepares reports and appraisals on their platforms and policies; and represents General Headquarters in all matters requiring conferences and discussion with the Diet or members, committees or agencies thereof.

PUBLIC ADMINISTRATION

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INISTRATION DIVISION

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PUBLIC AFFAIRS DIVISION

The Public Affairs Division is responsible for advising the Section Chief concerning policies relating to the decentralization of government and the development of local autonomy and the implementation thereof; handles matters relating to information and education media and programs; prepares reports and analyses relating to governmental and political affairs and to the application and implementation of basic directives; develops a comprehensive program of political education in behalf of the Japanese people, including initiation of measures to stimulate popular understanding and acceptance of social reforms resulting from governmental and political changes during the period of the occupation; informs and advises Eighth Army concerning Section programs; undertakes special projects assigned by the Chief or Deputy Chief.

AFFAIRS DIVISION

Affairs Division is respon-
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CIVIL SERVICE DIVISION

The Civil Service Division is responsible for and advises on policies concerning all matters pertaining to personnel administration in the public service in Japan at national, prefectural, municipal and all other levels to assure, in manner consistent with democratic practices, maximum integrity and efficiency in the performance of public duties. This includes the initiation, revision and supplementation, as necessary, of the laws, policies, practices, programs, procedures, rules and standards affecting all public personnel administration in Japan and specifically includes, in addition to all related matters, supervision of public employee recruitment, placement, classification, compensation, leave, allowances, training, discipline, health, recreation, welfare, safety, efficiency, injury compensation, employee relations, grievances, working conditions and retirement.

3 March 1950

EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Chief, Administrative Division, organizes, directs, and establishes the policy for the Administrative Division of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and organizes and directs the activities of the interpreter pool and the section library; maintains contact with other staff sections. The Division Chief, as a staff officer, advises the Section Chief on matters pertaining to personnel and administration.

LOCAL GOVERNMENT DIVISION

The Chief, Local Government Division, recommends policy on all matters relating to the organization of prefectural and municipal governments; prepares plans and recommendations for appointments or election of local officials; is responsible for staff supervision of local elections and for surveillance of local political movements; maintains liaison with Military Government teams in the field on local governmental organization matters; directs the educational program re the Law concerning Local Autonomy in prefectures, cities, towns, and villages.

PARLIAMENTARY AND POLITICAL DIVISION

The Chief, Parliamentary and Political Division, has full responsibility for establishing responsible cabinet government and representative government; formulates and supervises execution of plans and policies to insure an efficient democratic internal organization of both Houses of the National Diet; coordinates relations of GHQ and Allied Missions with the Diet; evaluates leaders, platforms, and practices of political parties, encouraging their democratization and sponsoring sound legislation for their reform; prepares analyses and evaluations of the national political situation; advises as to policies pertaining to administration of the National Diet Library, Diet Building and building acquisition program, Diet budget and contingent fund, Diet Secretariats, Illegal Property Transactions Special Committees, Standing Committees, Diet Legal Departments, Courts of Impeachment, Legislative Council, and Members' Retirement Board.

ADMINISTRATIVE MANAGEMENT DIVISION

The Chief, National Government Division, advises on policies relating to the internal structure of the national government; recommends measures for the elimination of undesirable or undemocratic administrative procedures or practices in the national government; supervises the major reform and reorganization of the national ministries and other executive agencies made necessary by the institution of autonomous governments in prefectures and municipalities; reviews bills to be presented to the National Diet for the accomplishment of these objectives; represents Chief, Government Section, in conferences with high officials of the Japanese government and representatives of other staff sections in matters pertaining to the organization and operating techniques of the national government; advises on policies concerning the separation of powers between the three branches of the national government--executive, legislative, and judicial; is responsible for developing and directing SCAP surveillance programs for all national elections.

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SPECIAL PROJECTS DIVISION

Special Projects Division observes the continuing administration by the Japanese government of the requirements contains in SCAPIN 548, "Abolition of Certain Political Parties, Associations, Societies and Other Organizations" and SCAPIN 550, "Removal and Exclusion of Undesirable Personnel from Public Office." Undertakes to determine the nature, purpose, activity and leadership of organizations and political parties of Japan. Reports periodically to the Chief, Government Section, on these matters and prepares such special reports as may be assigned. Undertakes other projects generally of a classified nature as directed by the Chief, Deputy Chief or Executive Officer.

COURTS AND LAW DIVISION

Represents SCAP in all contacts with the Japanese Government on matters pertaining to the administration of justice; formulates policies which govern the organization and operation of all Japanese agencies engaged in legal activity, including Civil and Criminal Courts, the Attorney General's Office, Procurator's Offices, Registration and Deposit Offices, and Bar Associations; supervises the activities of the Japanese Government which relate to basic legal reforms either necessitated by the New Constitution or conducted in furtherance of the objectives of the occupation; assists various units of SCAP which are primarily concerned with special acts of legislation, in regard to the legal regularity of such legislation; encourages the formation and activities of private groups and organizations interested in legal reform, civil liberties and the improvement of Japanese legal institutions; provides general legal advice to other divisions of Government Section and other units of SCAP on matters pertaining to international and Japanese law.

PUBLIC AFFAIRS DIVISION

Public Affairs Division prepares daily news summaries for use of the Supreme Commander, the Section Chief, and G-2; dispatches daily Radio Report to Washington, describing and analyzing governmental and political affairs; prepares weekly and monthly analyses of governmental affairs, special reports and press releases; prepares and develops programs (in coordination with other staff divisions when necessary) to inform the Japanese people and Eighth Army Military Government units concerning GS projects and programs; prepares timely reports on political developments in Japan and on related matters; participates with Civil Information and Education in the development of a comprehensive program of political education for the people of Japan; undertakes other special projects.

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PUBLIC AFFAIRS DIVISION

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GOVERNMENTAL POWERS DIVISION

The Special Assistant to the Chief, in charge of Governmental Powers Division, is responsible for and advises the Chief, Government Section, on civil liberties under Japanese and under Occupation Law; is responsible for policy recommendations relating to the Japanese Constitution and for preparing studies and reports on constitutional law and constitutional history; advises the Chief, Government Section, on policies to be pursued with respect to demobilization and demilitarization, and with respect to the relationship between government and business and elimination of Zaibatsu influences; passes upon the conformity of Japanese cabinet orders and legislation to organic law; consults and advises other staff sections and cabinet officials or other authoritative agencies of the Japanese Government with respect to safeguarding against any return to militaristic, feudalistic or totalitarian practices; is responsible for considering applications of policy directives to the Imperial institutions.

CIVIL SERVICE DIVISION

The Special Assistant to the Chief, in charge of Civil Service Division, is responsible for and advises the Chief, Government Section, on all matters pertaining to personnel administration in the public service in Japan at national, prefectural, municipal and all other levels to assure, in manner consistent with democratic practices, maximum integrity and efficiency in the performance of public duties. This includes the initiation, revision and supplementation, as necessary, of the laws, policies, practices, programs, procedures, rules and standards affecting all public personnel administration in Japan and specifically includes, in addition to all related matters, supervision of public employee recruitment, placement, classification, compensation, leave, allowances, training, discipline, health, recreation, welfare, safety, efficiency, injury compensation, relations, grievances, working conditions and retirement.

EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Administrative Division recommends policy on all matters relating to the internal administration of Government Section; supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions; prepares and checks reports and correspondence and organizes and directs the activities of the interpreter pool and the section library; maintains contact with other staff sections. The Division Chief, as a Staff Officer, advises the Section Chief on matters pertaining to personnel and administration.

GOVERNMENT SECTION

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DEPUTY CHIEF

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SPECIAL
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LOCAL GOVERNMENT DIVISION

The Local Government Division, recommends policy on all matters relating to the organization of prefectural and municipal governments; prepares plans and recommendations for appointments or election of local officials; is responsible for staff supervision of local elections and surveillance of local political movements; maintains liaison with Military Government Teams in the field on local governmental organization matters; carries out an orientation program regarding the Law concerning Local Autonomy in prefectures, cities, towns and villages.

PUBLIC AFFAIRS DIVISION

The Public Affairs Division p
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and totalitarian practices.

PARLIAMENTARY AND POLITICAL DIVISION

The Parliamentary and Political Division advises as to policies related to the establishment of the National Diet as the highest organ of state power and recommends plans to insure an efficient democratic internal organization of both Houses of the National Diet; prepares analyses and evaluations of the national political situation and of political parties and leaders thereof; advises as to policies pertaining to administration of the National Diet Library, Diet Building and building acquisition program, Diet budget and contingent fund, Diet secretariates, Illegal Property Transactions Special Committee, Standing Committees, Diet Legal Departments, Courts of Impeachment, Legislative Council, and Members' Retirement Board.

LITICAL DIVISION

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nd Members' Retirement

CIVIL SERVICE DIVISION

The Special Assistant to the Chief, in charge of Civil Service Division, is responsible for and advises the Chief, Government Section, on all matters pertaining to personnel administration in the public service in Japan at national, prefectural, municipal and all other levels to assure, in manner consistent with democratic practices, maximum integrity and efficiency in the performance of public duties. This includes the initiation, revision and supplementation, as necessary, of the laws, policies, practices, programs, procedures, rules and standards affecting all public personnel administration in Japan and specifically includes, in addition to all related matters, supervision of public employee recruitment, placement, classification, compensation, leave, allowances, training, discipline, health, recreation, welfare, safety, efficiency, injury compensation, relations, grievances, working conditions and retirement.

AUTHORITY NND 963078 BY NARS, DATE 12/18/96

CONFIDENTIAL

EXECUTIVE OFFICER

ADMINISTRATIVE DIVISION

The Chief, Administrative Division, organizes directs, and establishes the policy for the administrative division of Government Section. He supervises the administrative personnel in preparation and maintenance of supply and personnel records and requisitions. He prepares and checks reports and correspondence, and organizes and directs the activities of the interpreter pool and the section library. He maintains contact with other staff sections. The division chief, as a staff officer, advises the section chief on matters pertaining to personnel and administration.

LOCAL GOVERNMENT DIVISION

The Chief, Local Government Division recommends policy on all matters relating to the organization of prefectural and municipal governments. Prepares plans and recommendations for appointments or election of local officials. Is responsible for staff supervision of local elections and for surveillance of local political movements. Maintains liaison with Military Government teams in the field on local governmental organization matters.

POLITICAL AFFAIRS DIVISION

The Chief, Political Affairs Division, promotes the development and adoption of democratic programs, organization and practices by political parties and other political organizations. Keeps informed of, and evaluates the activities, composition, strength, importance, platforms and objectives of political parties. Reports developments and evaluations thereof. Reviews and takes necessary action with reference to registration statements and current declarations filed by political parties and other societies and organizations.

NATIONAL GOVERNMENT DIVISION

The Chief, National Government Division, advises on policies relating to the internal structure of the national government; recommends meesures for the elimination of undesirable or undemocratic administrative procedures or practices in the national government; supervises the major reform and reorganization of the national ministries and other executive agencies made necessary by the institution of autonomous governments in prefectures and municipalities; reviews bill to be presented to the national Diet for the accomplishment of these objectives; represents Chief, Government Section, in conferences with high officials of the Japanese government and representatives of other staff sections in matters pertaining to the organization and operating techniques of the national government; advises on policies concerning the separation of powers between the three branches of the national government; executive, legislative and judicial; is responsible for developing and directing SCAP surveillance programs for all national elections.

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DEPUTY CHIEF

UALIFICATIONS DIVISION

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COURTS & LAW DIVISION

The Chief, Courts & Law Division deals with Japanese Government in respect to all matters relating to the administration of justice, including the organization and functions of civil and criminal courts, the Ministry of Justice, Procurator's offices, and bar associations; the policies governing the above institutions; the review of specific actions and dispositions taken by them. Controls, advises, and if necessary, to obtain conformity with the new Constitution and the objectives of occupation directs in the revision of the basic codes, consider more specific laws in collaboration with other units of SCAP primarily concerned. Gives general legal advice to other divisions of Government Section and counsels with other Sections of SCAP on specific problems. Encourages groups interested in reform of laws or improvement of Japanese legal institutions.

SPECIAL PROJECTS DIVISION

Special Projects Division prepares daily news summaries for use of the Supreme Commander, the Section Chief and G-2. Dispatches daily radio report to Wash., describing and analyzing governmental and political affairs. Prepares weekly and monthly analyses of governmental affairs, special reports and press releases. Prepares and develops programs (in coordination with other staff divisions when necessary) to inform Japanese people and 8th Army MG units concerning GS projects and programs. Prepares timely reports on political developments in Japan and on related matters. Undertakes other special projects.

LEGISLATIVE DIVISI

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SPECIAL ASSISTANTS

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LEGISLATIVE DIVISION

The Chief, Legislative Division, formulates plans and recommends measures for developing the National Diet as the chief organ of state power, free of bureaucratic domination and feudal practices; advises, guides, and supervises the Diet in using newly authorized parliamentary practices and procedures; advises and assists the Diet in framing laws supplementing the Diet Law, and rules and regulations of the Houses; advises the Diet on precedents, problems, and policies arising from relations with the executive and judicial branches; is Government Section's agent for effecting compliance with Staff Memorandum No.29, AG 320 (18 Mar 47)GS, "Staff Responsibility for Japanese Legislation"; analyzes Diet activities and prepares daily and periodic reports thereon for the Supreme Commander and Chiefs of General and Special Staff Sections; supplies War Dept. agencies in Wash. and Allied groups and missions in Japan with requested information and materials concerning Diet legislation; arranges for contacts with Diet by Allied personnel, missions, and agencies.

GOVERNMENTAL POWERS DIVISION

The special assistant to the Chief, in charge of Governmental Powers Division. Is responsible for and advises the Ch, Govt Sec on civil liberties under Japanese and under Occupation Law. Is responsible for policy recommendations relating to the Japanese Constitution and for preparing studies and reports on Constitutional law and Constitutional history. Is responsible for Japanese activities in the literary field, lectures, moving pictures & posters with respect to the publicizing & popularization of the Japanese Constitution. Advises Ch, Gov Sec on policies to be pursued with respect to the demilitarization of the Japanese Govt & the relationship between govt & business. Consults & advises other staff sections & Cabinet Officials or other authoritative agencies of the Japanese Govt with respect to safeguarding against any return to militaristic, feudalistic or totalitarian practices. Is responsible for preparing policy recommendations with respect to the legal and governmental aspects of labor problems & the establishment of a Labor Ministry. Is responsible for considering applications of policy directives to the Imperial institutions.

CIVIL SERVICE DIVISION

The special assistant to the Ch, in charge of Civil Service Division, Government Section, advises the Ch, Government Section on legislation, programs, policies and procedures pretaining to the personnel administration of the Government of Japan.

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
GOVERNMENT SECTION ORGANIZATION CHART

CHIEF OF SECTION

EXECUTIVE OFFICER

DEPUTY CHIEF

SPECIAL ADVISERS
HISTORIAN

CHIEF PLANS & OPERATIONS OFFICER

KOREAN DIVISION

The Chief of the Korean Division is in charge of policy formulation and coordination. Liaison with USAFIK and personnel interchange. Information and expediting agency between USAFIK and GHQ. Preparation, review, and processing of reports on Military Government in Korea. Recommends action towards furtherance of Military Government mission.

ADMINISTRATIVE DIVISION

The Chief, Administration Division, organizes, directs, and establishes policy for Administrative Division of GS. Supervises administrative personnel in preparation and maintenance of supply and personnel records and requisitions. Prepares and checks reports and correspondence. Maintains contact with other staff sections. As staff officer, advises section chief on matters pertaining to personnel and administration.

LEGAL DIVISION

The Chief, Legal Division, deals with the Japanese Government with respect to reform

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LEGAL DIVISION

The Chief, Legal Division, deals with the Japanese Government with respect to reform legislation, organization of the courts, the basic legal codes. Recommends policies for the control of civil and criminal courts, public procurators. Gives legal advice to the other divisions of GS & counsels with them on legal problems. Deals with abrogation of laws prejudicial to occupation policies. Reviews Japanese ordinances drafted pursuant to SCAP directives.

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LEGISLATIVE DIVISION

The Chief of the legislative Division furnishes liaison between the Diet and SCAP. Disseminates legislation and legislative information to Washington. Prepares daily and periodic reports on Diet activities for Commander in Chief, Chief of GS, and SCAP staff sections. Initiates and supervises plans for the strengthening of the National Legislature.

GOVERNMENTAL POWERS DIVISION

The Chief of the Governmental Powers Division supervises the reform of the Japanese governmental system. Consideration of proposals relating to imperial institutions. Relation of government to commercial and industrial organizations. Is responsible for staff supervision of national elections.

LOCAL GOVERNMENT DIVISION

The Chief, Local Government Division, is over the reorganization of prefectural and municipal governments. Is over plans and recommendations for appointment or election of local officials. Surveillance of local political movements. Is responsible for staff supervision of local elections. Maintains liaison with Military Government teams in the field on local governmental organization matters.

POLITICAL AFFAIRS DIVISION

The Chief, PAD, keeps informed of the activities, composition, strength, importance, platforms and objectives of political parties, and reports developments; reviews and takes necessary action with reference to registration statements and current declarations filed by political parties and other societies and organizations; dissolves anti-democratic societies, associations, and organizations; prepares timely reports on political developments in Japan and on [illegible] matters.

PUBLIC ADMINISTRATION DIVISION

The Chief, Public Administration Division, recommends policy on all matters relating to the removal and exclusion of Japanese personnel from national and local elective and appointive posts and influential political & economic positions; supervises the administration of the removal and exclusion program by the Japanese Government; recommends measures for civil service reform and the elimination of undesirable or undemocratic features [illegible]

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