BASIC: Hq, Kanagawa Mil Govt Team, APO 503 Subj: "Additions and Changes in Labor Regulations" dated 31 July 1948.

4. Revised Wage Scale:

a. It is mandatory that basic wages as outlined in letter AG-L 230.433, this headquarters dated 22 July 1948, subject: "Labor Regulations" be applied to Japanese employees being employed initially by occupation units. Effective 1 August 1948.

b. Basic wages as outlined in letters AG-L 230.433 this headquarters dated 15 April 1948 and 22 July 1948, subject: "Labor Regulations" may be applied arbitrarily to persons employed prior to 1 August 1948.

c. In event an employee leaves one occupational unit to go to another for the employees own convenience; employee will be subject to basic wage scale as outlined in letter AG-L 230.433, this headquarters dated 22 July 1948. If however, an employee is discharged for the convenience of the occupational forces, employee may be reemployed by an occupational unit and be eligible for basic wage allowances as outlined in letter AG-L 230.433, this headquarters, dated 15 April 1948, or letter, AG-L 230.433, this headquarters, dated 22 July 1948, provided person being reemployed was employed initially by the former occupational unit prior to 1 August 1948; also provided employee never received a discharge or retirement allowance.

5. Allowances:

a. Labor foreman is no longer recognized as a specific category of labor. A Japanese employee in charge of a group of workers will be entitled to a foreman's allowance, ranging from 10% to 30% of base pay, depending on the job classification. Following is table of foreman's allowance:

Employee in charge of 5 to 9 workers: 10% allowance

Employee in charge of 10 to 19 workers: 20% allowance

Employee in charge of 20 or more workers: 30% allowance

In applying the foreman's allowance, notation will be entered in remarks column of MGL Form #5, indicating number of workers, foreman employee is overseeing.

Job descriptions will be submitted to this headquarters on employees receiving the foreman's allowance.

b. The ¥50 periodic 6 months raise remains in effect provided it does not bring the base pay over the maximum wage allowance

BASIC: Hq, Kanagawa Mil Govt Team, APO 503 Subj: "Additions and Changes in Labor Regulations", dated 31 July 1948.

c. In addition to official army holidays, each permanent male employee is entitled to two (2) days vacation per month with pay, each female employee is entitled to three (3) days vacation per month with pay, providing the employee works sixteen (16) days per month or more. If male or female employee does not take this time off both will be paid for two (2) days worked.

6. Seniority:

Japanese employees who are taken from real estate procurement demand contracts and placed on labor requisition will maintain seniority from the date of employment with the occupation forces as "PD" workers. These employees, however, will be paid, without exceptions, in accordance with current labor requisition regulations.

FOR THE COMMANDING OFFICER:

Charles M. Kett

CHARLES M. KETT
1st Lt. Inf
Asst Adjutant

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Kamakura, Riding Club

DATE: 26 July 48

FROM : A.G. Labor Division, Yokohama Command

SUBJECT: Labor Regulations

Attached Ltr KMCT Filr AG-1 230.433 subj: Labor Regulations forwarded for your information.

George J Smith Jr
GEORGE J SMITH
Major Inf
Labor officer

K[illegible]kura Riding Club

HEADQUARTERS
KANAGAWA MILITARY GOVERNMENT TEAM
APO 503

AG [illegible]230.433

22 July 1948

7353

SUBJECT: Labor Regulations

TO: All Units in Kanagawa Prefecture using Japanese Labor

1. The basic wages and allowances of Japanese nationals employed by Occupational units as outlined in Inclosure #1 and #9, letter AG-L 230.433 Hq, Kanagawa Military Government Team, APO 503, Subject: "Labor Regulations" dated 15 April 1948, has been revised as outlined below.

2. All categories of labor will be divided into two groups, namely Clerical and Skilled. Clerical workers will continue to receive dependent and area allowances in addition to the new clerical basic wage. Skilled workers will receive a comparatively higher basic wage and will not be entitled to separate dependent and area allowances.

3. The normal work period for Skilled Workers will be 22 days per month regardless of number of days in the month. The normal work period per day will be 8 hours exclusive of the lunch period.

4. Overtime Allowance for Skilled Workers:

a. Those persons, who work a 24 hours period then are off 24 hours, will be limited to 144 hours overtime each month.

b. All other types of skilled workers will be limited to 76 hours overtime each month.

JUL 27 1948

BASIC PAY SCALE FOR CLERICAL WORKERS
(13 hours overtime per week)

Classification	Pay Grade Min	Inter	Max
Manager (no manager shall be appointed at building with less employees than 50, but a clerk shall act in his place)	2270	3200	4140
Ass't Manager	1930	2750	3570
Supervisor	2540	2930	3330
Clerk (with knowledge of English	1530	2220	2930
Clerk (without knowledge of English)	1090	1690	2260

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BASIC: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations", dated 22 July 1948.

RECEIVED 2 AUG 1948

Classification	Pay Grade Min	Other	Max
Interpreter	1600	2450	3310
Translator	2260	2800	3310
Translator-examiner, and expert (Censorship, special examiner, etc)	2300	3130	3570
Translator, high class (to be determined by Prefectural Government on recommendation of Labor Section, Military Government)	3570	3950	4320
Stenographer (with knowledge of English)	1930	2490	3310
Typist (with knowledge of English)	1270	1910	2530
Typist (without knowledge of English)	1090	1510	2200
Secretary	2300	3060	3310
Accountant	2800	3060	3310
Telephone Operator (with knowledge of English)	1090	1680	2540
Telephone Operator (without knowledge of English)	1030	1430	2100
Messenger	1090	1260	1440
Guard	1270	2050	2830
Adviser Technical and Professional Expert:			
Salary for specific job will be determined within the established range by the Japanese Government based on the recommendation of Labor Section, Military Government units)	3960	5060	
Kitchen and Mess Employees:			
Mess Manager	2540	3050	3570
Head waiter, waitress	1600	2470	3330 2930.
Waiter, waitress	1090	1820	2540

BASIC: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations" dated 22 July 1948.

Classification	Min	Pay Grade Later	Max
Chief Cook or Baker	2800	[illegible]0	3480
Cook, Baker	1600	2280	3060
Chief Kitchen Helper	1510	2030	2540
Kitchen Helper	1090	[illegible]80	2270
Special Employees:			
Nurse (certified nurse only)	1270	1970	2670
Japanese instructor	2790	3560	4320
Technicians:			
X-Ray Technicians Laboratory Technicians Statistician Mathematician	2540	3150	3760
Professional Employees:			
Doctors Engineers Lawyers Artists Dentists Architects	2800	3560	4320
Domestic Employees:			
House Manager (Class "A" residence only)	2580	3130	3660
Housekeeper	1640	[illegible]80	3520
Maid, First Class	1640	[illegible]00	2560
Houseboy and Maid	1220	[illegible]20	2200
Chief Cook (Class "A" residence only)	3520	3600	3660
Cook	1860	2700	3520

R[illegible]: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations" dated 22 July 1948

BASIC PAY SCALE FOR SKILLED WORKERS

Classification	Pay Grade Min	Inter	Max
Carpenter	3630	4840	6050
Plasterer	3630	4840	6050
Stone cutter	4045	5390	6740
Common Labor (Heavy)	2395	3190	3990
Common Labor (Light)	1650	2200	2750
Iron Plate worker	3630	4840	6050
Plumber	3630	4840	6050
Sign painter	3630	4840	6050
Gardner	2890	850	4815
Winch mon	3055	4070	5090
Deck Hand	3055	4070	5090
Stevedore	3055	4070	5090
Odd job worker	3640	3520	4400
Concrete mixer	3795	5060	6325
Brick maker	3630	4840	6050
Slater	3630	4840	6050
Furniture maker	3795	5060	6325
Furniture decorator	3795	5060	6325
Tile maker	3630	4080	6050
Steel worker	3630	4080	6050
Electrician	3385	4510	5640

BASIC: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations" dated 22 [illegible] 1948

Classification	Min	Grade Center	Max
Concrete worker	3630	[illegible]080	6050
Glass cutter (Glazier)	3385	4510	5640
Black Smith	3135	4180	5225
Welder	3135	4180	5225
Driver	2890	3850	4815
Assistant driver	1735	2310	2890
Cargo checker	2395	3190	3990
Draftsman	3385	4510	5640
Roof repairman	3795	5060	6325
Boilerman	2970	3960	4950
Wireman	3630	[illegible]840	6050
Cable Welder	3385	4510	5640
Battery men	3385	4510	5640
Communication mechanic	3385	[illegible]510	5640
Construction instrument worker	3385	[illegible]510	5640
Communication wire worker	3385	[illegible]510	5640
Radio repairmen	3385	4510	5640
Antona worker	3385	[illegible]510	5640
Section hand	3385	[illegible]510	5640
Fancy cake baker	[illegible]90	5170	6465
Baker	3715	4950	6190
Candy maker	2445	3860	3575
Candy wrapper	1735	2310	2890

BASIC: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations" dated 22 July 1948.

Note: Bakers and Candy Makers listed above are those who are employed in bakeries and candy factories.

FOR THE COMMANDING OFFICER:

Charles N. Kett

CHARLES N. KETT
1st Lt. Inf
Asst Adjutant

File Japwage Scale

HEADQUARTERS
KANAGAWA MILITARY GOVERNMENT TEAM
APO 503

22 July 1948

AG-L 230.433

SUBJECT: Labor Regulations

TO: All Units in Kanagawa Prefecture using Japanese labor

1. The basic wages and allowances of Japanese nationals employed by Occupational units as outlined in Inclosure #1 and #9, Letter AG-L 230.433 Hq, Kanagawa Military Government Team, APO 503, Subject: "Labor Regulations" dated 15 April 1948, has been revised as outlined below.

2. All categories of labor will be divided into two groups, namely Clerical and Skilled. Clerical workers will continue to receive dependent and area allowances in addition to the new clerical basic wage. Skilled workers will receive a comparatively higher basic wage and will not be entitled to separate dependent and area allowances.

3. The normal work period for Skilled Workers will be 22 days per month regardless of number of days in the month. The normal work period per day will be 8 hours exclusive of the lunch period.

4. Overtime Allowance for Skilled Workers:

a. Those persons, who work a 24 hours period then are off 24 hours, will be limited to 114 hours overtime each month.

~~b. All other types of skilled workers will be limited to 76 hours overtime each month.~~ Revised

REVISION

BASIC PAY SCALE FOR CLERICAL WORKERS
(13 hours overtime per week)

Classification	Pay Grade Min	Inter	Max
Manager (no manager shall be appointed at building with less employees than 30, but a clerk shall act in his place)	2270	3200	4140
Ass't Manager	1930	2750	3570
Supervisor	2540	3230	3330
Clerk (with knowledge of English)	1510	2120	2930
Clerk (without knowledge of English)	1090	1680	2260

//

BASIC: Hq, Karagawa Military Government Team, APO 503 Subj: "Labor Regulations", dated 22 July 1946.

Classification	Pa Grade M	Inter	Max
Interpreter	1600	2450	3310
Translator	2260	2800	3310
Translator-examiner, and expert (Censorship, special examiner, etc)	2800	3130	3570
Translator, high class (to be determined by Prefectural Government on recommendation of Labor Section, Military Government)	3570	3950	4320
Stenographer (with knowledge of English)	1830	2490	3310
Typist (with knowledge of English)	1270	1910	2550
Typist (without knowledge of English)	1090	1510	2200
Secretary	2800	3060	3310
Accountant	2800	3060	3310
Telephone Operator (with knowledge of English)	1090	1680	2540
Telephone Operator (without knowledge of English)	1030	1430	2100
Messenger	1090	1260	1440
Guard - FIREMEN	1570	2050	2830
Adviser Technical and Professional Expert			
Salary for specific job will be determined within the established range by the Japanese Government based on the recommendation of Labor Section, Military Government units)	3960		5060
Kitchen and Mess Employees:			
Mess Manager	2540	3050	3570
Head waiter, waitress	1600	2470	~~3330~~ 2730
Waiter, waitress	1090	1820	2540

BASIC: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations" dated 22 July 1948.

Classification	Pay Grade Min	Inter	Max
Chief Cook or Baker	2800	[illegible]0	3480
Cook, Baker	1600	2280	3060
Chief Kitchen Helper	1510	2030	2540
Kitchen Helper	1090	[illegible]80	2270
Medical Employees:			
Nurse (certified nurse only)	1270	[illegible]970	2670
Japanese instructor	2790	3560	4320
Technicians:			
X-Ray Technicians Laboratory Technicians Statistician Mathematician	2 [illegible]0	3150	3760
Professional Employees:			
Doctors Engineers Lawyers Artists Dentists Architects	2800	3560	4320
Domestic Employees:			
House Manager (Class "A" residences only)	2580	3130	3660
Housekeeper	1640	[illegible]580	3520
Maid, First Class	1640	[illegible]100	2560
Houseboy and Maid	1220	[illegible]80	2200
Chief Cook (Class "A" residence only)	3520	3600	3660
Cook	1860	2700	3520
FURNACE TENDER	2080		3050 } wage includes 27% incr. of 1 Jun 48
YARD MAN	2080		3050 }

BASIC: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations" dated 22 July 1948

BASIC PAY SCALE FOR SKILLED WORKERS

Classification	Pay Grade Min	Lower	Max
Carpenter	3630	4840	6050
Plasterer	3630	4840	6050
Stone cutter	4045	5390	6740
Common Labor (Heavy)	2395	3190	3990
Common Labor (Light)	1650	2200	2750
Iron Plate worker	3630	4840	6050
Plumber	3630	4840	6050
Sign painter	3630	4840	6050
Gardner	2890	3850	4815
Winch men	3055	4070	5090
Deck Hand	3055	4070	5090
Stevedore	3055	4070	5090
Odd job worker	2640	3520	4400
Concrete mixer	3795	5060	6325
Brick maker	3630	4840	6050
Slater	3630	4840	6050
Furniture maker	3795	5060	6325
Furniture decorator	3795	5060	6325
Tallo maker	3630	4080	6050
Steel worker	3630	4080	6050
Electrician	3385	4510	5640

BASIC: Hq, Kanagawa Military Government Team, APO 503 Subj: "Labor Regulations" dated 22 July 1945

Classification	Pay Grade Min	Inter	Max
Concrete worker	3630	4830	6030
Glass cutter (Glazier)	3385	4510	5640
Black Smith	3135	4180	5225
Welder	3135	4180	5225
Driver	2890	3850	4815
Assistant driver	1735	2310	2890
Cargo checker	2395	3190	3990
Draftsman	3385	4510	5640
Roof repairman	3795	5060	6325
Boilerman	2970	3960	4950
Wireman	3630	4840	6050
Cable Welder	3385	4510	5640
Battery men	3385	4510	5640
Communication mechanic	3385	4510	5640
Construction instrument worker	3385	4510	5640
Communication wire worker	3385	4510	5640
Radio repairmen	3385	4510	5640
Antena worker	3385	4510	5640
Semi-skilled	3385	4510	5640
Pastry cake baker	3880	5170	6465
Baker	3675	4950	6190
Candy maker	2445	3860	3675
Candy wrapper	1735	2310	2890

BASIC: Hq. Kanagawa Military Government Team, APO 503 subj: "Labor Regulations" dated 22 July 1948.

Note: Bakers and Candy Makers listed above are those who are employed in bakeries and candy factories.

FOR THE COMMANDING OFFICER:

Charles N. Kett

CHARLES N. KETT
1st Lt. Inf
Asst Adjutant

Overtime

Domestic $1.5 \times \frac{\text{Base Pay}}{300}$

Clerical $1.5 \times \frac{\text{Base Pay}}{160}$

Technical $1.5 \times \frac{\text{Base Pay}}{176}$

HEADQUARTERS
TOKYO MILITARY GOVERNMENT TEAM
APO 181

28 June 1948

AG-L 240

SUBJECT: Wages of Clerical Workers and Service Personnel Employed by the Allied Forces.

TO : All Labor Using Units in Tokyo-To.

1. A revised wage scale which supersedes appendix I of letter, GHQ, SCAP AG-240 (23 July 1947) ESS/LA dated 23 July 1947, is attached as inclosure 1. This schedule does not change the payment procedure as provided for in the above mentioned letter.

2. The monthly wages of skilled workers and certain common laborers will be governed by letter, AG-L 240, dated 19 June 1948, this Headquarters, subject: Prevailing wages of skilled workers and certain common laborers employed by the Allied Forces.

3. The effective date of this wage schedule is 1 June 1948. This schedule will remain in effect until further changed by correspondence from this Headquarters.

FOR THE COMMANDING OFFICER:

William J. Fraser Jr.
WILLIAM J. FRASER, JR.
1st Lt., Infantry
Acting Adjutant

1 Incl.
Wage schedule of clerical workers and service personnel employed by the Allied Forces.

10

WAGE SCALE OF THE CLERICAL WORKERS FOR THE ALLIED FORCES

Occupation	Grades of Official Duties and Amount of Wages			Remarks
A. GENERAL				
	Number of People Managed 0 - 50	50 - 200	200 - 1,000	
1. Building Manager	2,270 - 3,360	3,360 - 3,660	3,660 - 4,140	There will be a manager in every building or base. An additional payment of ¥100 for each additional 1,000 employees.
2. Assistant Building Manager	1,930 - 2,840	2,840 - 3,140	3,140 - 3,570	One assistant building manager will be authorized for each 200 laborers controlled.
3. Supervisor			2,540 - 3,310	
4. Clerk	1,200 - 2,130	2,130 - 2,530	2,530 - 2,930	
5. Interpreter	1,600 - 2,500	2,500 - 2,900	2,900 - 3,310	
6. Translator	1,600 - 2,500	2,500 - 2,900	2,900 - 3,310	Includes special scientific interpretation, translation on medical science, law, etc.
7. *Special Interpreter and Translator (Technical)	2,800 - 3,310	3,310 - 3,570	3,570 - 4,320	Censor
8. English Stenographer		1,930 - 2,270	2,270 - 3,310	

Wage Scale of Clerical Workers and Service Personnel (Continued)

9. Typists:

English	1,270 - 2,100	2,100 - 2,440	2,440 - 2,530
Japanese	1,090 - 1,450	1,450 - 1,800	1,800 - 2,200
10. Telephone Operator (without knowledge of English)	1,030 - 1,350	1,350 - 1,700	1,700 - 2,100
(With knowledge of English)	1,090 - 1,680	1,680 - 2,110	2,110 - 2,540
11. Roomboy, Roomgirl, Porter	1,170 - 2,100	1,950 - 2,400	
12. Pageboy, Bellboy, Elevator-boy, Elevator-girl	1,070 - 1,950	1,850 - 2,200	
13. Salesman, Salesgirl	1,270 - 2,370	2,270 - 2,830	
14. Guards	1,270 - 2,450	1,430 - 2,730	1,430 - 2,830
15. Assistant Engineer		2,540 - 3,310	2,800 - 3,790
16. Draftsman		2,540 - 3,310	2,790 - 3,790
17. Accountant		2,540 - 3,310	2,790 - 3,310
18. *Meteorelogical Technician		2,540 - 3,310	2,800 - 4,329

19. *I. B. M.	Key Punch Operator	Service System Machine Operator	Repair-man	Chief Operator
	2,000 - 2,730	2,270 - 3,700	2,500 - 3,870	3,870 - 4,530

20. *Photographer:				
Ordinary	1,600 - 2,600	2,540 - 3,310	2,790 - 3,790	
Aerial		2,790 - 3,790	3,790 - 5,060	
21. *Professional		2,540 - 3,310	3,310 - 4,320	Such as Doctors, lawyers, artists

CORRECTION

THIS DOCUMENT

HAS BEEN REPHOTOGRAPHED

TO ASSURE LEGIBILITY

Wage Scale of Clerical Workers and Service Personnel (Continued)

9. Typists:			
English	1,270 - 2,100	2,100 - 2,440	2,440 - 2,530
Japanese	1,090 - 1,450	1,450 - 1,800	1,800 - 2,200
10. Telephone Operator (without knowledge of English)	1,030 - 1,350	1,350 - 1,700	1,700 - 2,100
(With knowledge of English)	1,090 - 1,680	1,680 - 2,110	2,110 - 2,540
11. Roomboy, Roomgirl, Porter	1,170 - 2,100	1,950 - 2,400	
12. Pageboy, Bellboy, Elevator-boy, Elevator-girl	1,070 - 1,950	1,850 - 2,200	
13. Salesman, Salesgirl	1,270 - 2,370	2,270 - 2,830	
14. Guards	1,270 - 2,450	1,430 - 2,730	1,430 - 2,830
15. Assistant Engineer		2,540 - 3,310	2,800 - 3,790
16. Draftsman		2,540 - 3,310	2,790 - 3,790
17. Accountant		2,540 - 3,310	2,790 - 3,310
18. *Meteorelogical Technician		2,540 - 3,310	2,800 - 4,329

19. *I. B. M.	Key Punch Operator	Service System Machine Operator	Repair-man	Chief Operator
	2,000 - 2,730	2,270 - 3,700	2,500 - 3,870	3,870 - 4,530

20. *Photographer:			
Ordinary	1,600 - 2,600	2,540 - 3,310	2,790 - 3,790
Aerial		2,790 - 3,790	3,790 - 5,060
21. *Professional		2,540 - 3,310	3,310 - 4,320

Such as Doctors, lawyers, artists

Wage Scale of Clerical Workers and Service Personnel (Continued)

22.	Fireman (fighters)	1,270 - 2,800	2,540 - 2,710	2,710 - 3,310	
23.	Secretary		2,800 - 3,310		
24.	Nurse	1,270 - 2,540	2,540 - 2,670	-	Licensed nurse only
25.	*Teacher		2,790 - 3,280	3,280 - 4,320	
26.	*Statistical Analyist (Economic and other)	2,800 - 3,310	3,310 - 3,570 -	3,570 - 4,320	
27.	*Advisor			3,960 - 5,060	
28.	Mess Manager			2,540 - 3,570	
29.	Cook	1,600 - 2,100	1,930 - 3,060	2,800 - 3,480	
30.	Head Waiter and Waitress		1,600 - 2,540	2,540 - 2,930	
31.	Waiter and Waitress	1,090 - 1,900	1,440 - 2,540		
32.	Kitchen Police	1,090 - 2,100	1,440 - 2,540		Kitchen Helper, pantry, dish-washer
33.	Kitchen Odd Worker	1,090 - 2,270	1,440 - 2,540		Store house man, cleaner
34.	**Light Labor	1,270 - 2,270	2,270 - 2,540		
35.	**Heavy Labor	1,440 - 2,540	2,540 - 2,800		
36.	**Technical Man	1,600 - 2,540	2,540 - 3,310	3,310 - 3,570	Machinist, lathe operator, small arms repairer, Cannon repairer, Surveyor, Printer, Shoe Repairer, Ice-maker.

Wage Scale of Clerical Workers and Service Personnel (Continued)

B. DOMESTIC SERVANTS:

1.	House Manager			2,700 - 3,660	Employed only in Class "A" residence
2.	House Keeper			1,640 - 3,520	
3.	Assistant Housekeeper			1,640 - 2,560	
4.	Houseboy and Maid	1,240 - 2,200			
5.	Houseboy and Maid (First Class)	1,460 - 1,850	1,850 2,560		
6.	Cook	1,860 - 2,230	2,230 - 3,520	3,520 - 3,660 (chief cook)	chief cook is employed only in Class "A" residence.

NOTE: (*) Determination of salary will be based on the recommendation of the Local Military Government Labor Office. Pay recommendations will be submitted on these categories.

(**) These wages are temporary and will be used until the prevailing wage is established for these categories.

File Wages Seal

LABOR

Subject: Wages and Hours Schedule for Technicians Employed by Occupation Forces.

Mimeographed letter issued on 13 December, 1947, by President of the Special Procurement Board and Vice-President of the Central Liaison Bureau, states as follows:

"The wages for technicians of the Occupation Forces is as follows:

1. Wages for employees of the Allied Forces who are engaged in construction, unloading, sea and land transportation, as well as other technical and miscellaneous projects except engineers, assistant engineers, and special technicians (referred to as technical employees in the following) shall be paid according to these regulations.

2. Technicians are those employed by the Japanese Government agencies whose services are offered to the Allied Forces.

3. Maximum and minimum daily wages for technicians working eight hourse including rest periods, shall be decided upon separately. Minimum daily and monthly wages for employees to be determined according to their skill, experience, and efficiency. Monthly wages shall be twenty-two times more than daily wages.

4. When regular working hours are less than eight, proportionate daily wages and monthly wages will be paid.

5. Days other than work days shall be designated as holidays. Allied Forces' holidays will be observed also when announced by the detachment authorities of the allied forces.

6. When technicians are absent, tardy, or leave early for the personal reason, corresponding deductions will be made. The deduction for each day absent will be equivalent to the fixed daily wage and one-eighth of the daily wage will be deducted for every hour.

7. Allowances in addition to basic wages are:

A 30% of the daily wage to be paid to workers on high places, under ground, in the water, and in other dangerous harmful, or difficult places.

B. Supervision allowance:

A personwho directs and supervises more than two working squads shall be paid an additional 30% of his daily wages. Those who direct and supervise one squad, 20%, and their assistants, 10%.

C. Overtime

50% of the hourly wage including special work and supervsion

allowances shall be paid for every hour over eight. Wednesdays and Saturdays, which are on a four-hour schedule, overtime will be paid.

D. Night Duty.

Those on night duty are paid two hours' overtime allowance a night. Those who work throughout the night shall be paid less than six hours' overtime. However, the special work allowance from 10 p.m. to 6 a.m. shall not be paid.

8. Technicians except those employed for a term of thirty days have two holidays a month with pay. Holidays in accordance with Clause 5 shall be with pay.

9. Women will be granted maternity leave upon request, for a period of six weeks before or after confinement.

10. Payment will be made in lieu of the two holidays. designated if not taken.

11. Until the establishment of the mutual aid system, absence due to injury, sickness or death in the family contracted during hours off, shall be treated as non-absences if reported immediately with proper certification.

Absence due to injury or sickness contracted during off hours		To be reported with certificated. If the absence is for more than a month , it shall be reported monthly.
Absence due to Death in the family		
Paren, wife, or husband	One week	To be reported Officialy
Child Grandparen, Granchild, Brother or Sister	Five days Three days	When trip is required, the minimum days necessary may be added.

HEADQUARTERS
TOKYO-KANAGAWA
MILITARY GOVERNMENT DISTRICT
APO 503

AG-L 230.433

12 December 1947

SUBJECT: Labor Regulations *Note: Also see letter #37 Gen. Counsels. pertaining to this subject.*

TO: All Units in Kanagawa Prefecture using Japanese Labor

1. Forwarded for your information and guidance are recent instructions from the Kanagawa Prefectural Government concerning Japanese Laborers working for the Occupation Forces in Kanagawa Prefecture.

2. Discharge Allowances: The Kanagawa Prefectural Government will pay discharge allowances to all laborers who have been or will be transferred from labor requisition to work for private contractors on Procurement Demands.

3. Paid Holidays and Sick Leave: The Kanagawa Prefectural Government states that numerous cases have come to their attention where permanently employed Japanese laborers have not been paid for paid holidays that accumulate each month and sick leave. All units are reminded that in such cases the person may be paid during those periods. (Ref: par 9, AG-L 240, Ltr this hqs, Subj: "Wages Paid to Japanese Nationals", dtd 28 June 1947).

4. Seaman's Wage Scale: All units employing Japanese seamen may obtain information of the new Seamen's Wage Scale by contacting the Labor Section of this headquarters.

5. Domestic Servants: Following is the new pay rate for domestic servants: *Retroactive to 16 Mar 47*

a. The term "domestic servants" applies only to those nationals employed and working in properly designated Dependent Housing Areas. Those laborers working in Headquarters buildings, troop and officers billets will not be paid on this wage scale but will be classified on the payroll as heavy or light labor as the case may be.

b. Working Hours: Working hours as a general rule will be eight (8) hours per day and fourty-eight (48) hours per week with one day's leave per week. The working hours may be prolonged according to the actual requirement of work in each household, up to a total of twelve (12) hours overtime per week. In case it is necessary to work a person more than twelve (12) hours overtime in one week, compensating time off should be given the following week.

c. Wages will include the basic rates, area allowances, family and overtime allowances and paid on a monthly basis. Basic wages will be paid irrespective of the number of days worked during a month. However, in the case of newly engaged or discharged personnel a sum equivalent to 1/30 of the monthly basic wages for each day worked will be paid. In case an employee absents himself for personal reasons other than holidays, deductions will be made at 1/30 of the basic wages except in the following cases:

1) Sickness or in Mourning (Ref: par 9 d, Ltr AG-L 240, this hqs, subj: "Wages Paid to Japenese Nationals, dtd 28 June 47).

2) Lack of available transportation due to storm, flood, earthquake or fire - Paid for a reasonable period.

3) Other justificable or excusable reasons - Paid for a reasonable period.

BASIC: Hq, T-KMCD, APO 503 Subj: "Labor Regulations" dtd 12 December 1947

d. Area and Family Allowances: will be paid at the same rates as other types of labor.

e. Overtime rates: Work over eight (8) hours per day will be paid at the rate of 15/200 of the basic wages for each hour.

f. Basic Rates:

Classification	Min	Inter	Max	Remarks
House Manager	1400	1700	2000	Generals Residence only
Housekeeper	800	1365	1925	
Houseboy & Maid	680	845	1010	
Amah	1010	1205	1400	
Odd Job	800	1100	1400	
Chief Cook	1925	1970	2000	Generals Residence only
Cook	1020	1470	1925	
Gardener	1020	1435	1850	
Chauffeur	1020	1485	1950	Generals Residence only
Stoker	1020	1485	1950	

NOTE: Basic rates as specified above are to be used as guides in establishing rates payable to domestic servants. The actual rate may be any rate determined by the employer between minimum and maximum.

6. New Wage Scale: Following is the new wage scale for Japanese labor working for the Occupation Forces in Kanagawa Prefecture:

a. All Japanese employees on the permanent payroll (MGL #5) on 30 November 1947 will be paid retroactive pay to 1 July 1947. The amount is to be 10% of the basic salary as outlined in AG-L 240, Ltr this hqs, subject: "Wages Paid to Japanese Nationals", dated 28 June 1947. Domestic employees (paragraph 5 above) will also be increased the same amount. This regulation does not apply to seamen or pilots.

b. Those people who have been promoted between 1 July 1947 and 30 November 1947 will be paid the 10% increase retroactively to the time they were promoted. This need not be 1 July 1947.

c. Those people who have not been advanced 25 - 50 yen for each six months of service should be given this increase prior to the time the retroactive pay is calculated. In other words a person was promoted in pay because of his ability he must be in the new pay grade six months before the 25 or 50 yen increase is given.

d. Dependents allowance is to be increased to ¥150 as of 1 July 1947.

e. Area allowance is retroactive to 1 July 1947:

Special Area, Yokohama & Kawasaki	30%
Class A, Yokosuka	20%
Class B, Atsugi, Odawara, Kamakura, Fujisawa	10%
Class C	None

f. This retroactive payroll does not apply to those people who were discharged, retired, or quit between 1 July 1947 and 30 November 1947.

BASIC: Hq, T-KMGD, aAPO 503, Subj: "Labor Regulations" dtd 12 December 1947.

g. Overtime allowances will also be paid retroactively to 1 July 1947 ~~or to the date of promotion between 1 July to 30 November 1947, whichever is most recent,~~ on or about 20 December ~~1947.~~

FOR THE DISTRICT COMMANDER:

George D. Featherston

GEORGE D. FEATHERSTON
Captain MAC
Assistant Adjutant

6b. Those people who have been paid two (2) or more months basic salaries during July - November period will be paid a 10% increase for each of the several months.

HEADQUARTERS
KANAGAWA MILITARY GOVERNMENT TEAM
APO 503

AG-L 230.433

15 April 1948

SUBJECT: Labor Regulations

TO: All Units in Kanagawa Prefecture using Japanese Labor

1. Rescissions:

a) Letter, AG-L 240, Hq, T-KMGD, Subject: "Wages Paid to Japanese Nationals", dated 8 August 1946.

b) Letter, AG-L 240, Hq, T-KMGD, Subject: "Wages Paid to Japanese Nationals", dated 28 June 1947.

c) Letter, AG-L 240, Hq, T-KMGD, Subject: "Wages Paid to Japanese Nationals", dated 12 September 1947.

d) Letter, AG-L 230.433, Hq, T-KMGD, Subject: "Labor Regulations", dated 12 December 1947.

e) Letter, AG-L 230.433, Hq, T-KMGD, Subject: "Labor Regulations", dated 17 December 1947.

2. Forwarded for your information and guidance are the operating procedures applicable and the revised consolidated instructions received from the Kanagawa Prefectural Government concerning Japanese Laborers working for the Occupation Forces in Kanagawa Prefecture.

3. Labor Requisitions:

Requisitions for Japanese labor ~~may~~ will be submitted directly to this headquarters in triplicate by the requesting agency, on MGL Form #1, (Inclosure #3) (dated 1946). Receipt of all requisitions will be acknowledged by this headquarters and forwarded to the Kanagawa Prefectural Government for fulfillment. It is essential that each requisition has a statement to the effect that the labor requested does not exceed the authorized Japanese manning table.

4. Time Sheet:

Each using unit ~~should~~ will submit time sheets, MGL Form #5 revised, (Inclosure #7) covering all permanently employed Japanese nationals, to this headquarters in quadruplicate, on the day after the last day of the calendar month. The new time sheet is to be effective with the month of April, 1948. One (1) copy of the time sheet together with a calculation sheet showing the gross income of each individual will be returned to the using unit and can be used for preparation of labor reports. It is recommended that the returned payroll be made available for all Japanese employees to see.

7

BASIC: Hq, Kanagawa Mil Govt Team, APO 503, Subj: "Labor Regulations" dated 15 April 1948.

5. Job Classification:

In general the job classification should compare with the categories of labor outlined in the pay scale (Inclosure #1). In case of jobs not specifically mentioned, the person should be paid at the nearest comparable job title. No other classifications will be accepted except as specifically authorized.

a. Requests for reclassification of job titles with a description of the new job should be submitted thru this headquarters to the Kanagawa Prefectural Government for approval and record.

b. Salaries may be increased ¥25.00 to ¥50.00 each six (6) months, with the written approval of this headquarters, for those who have been employed in the same pay grade for six (6) months.

c. Wages payable to permanent Japanese labor are outlined in Inclosure #1. This wage scale was released 12 December 1947 and is retroactive to 1 July 1947.

6. Allowances:

a. Area Allowance: In addition to the basic wage an area allowance is payable, based on the basic wage plus dependent allowance, according to the area in which the work is performed.

b. Dependent Allowance: All permanently employed Japanese nationals are paid a dependent allowance for each person legally dependent on the employee.

c. Overtime Allowance: The normal working period consists of an eight (8) hour day, including a lunch period, and forty (40) hour week. In case overtime is worked in excess of thirteen (13) hours per week for any type of labor, except domestic servants, a statement should be made at the end of the payroll to the effect that the overtime hours listed on the payroll were actually worked. In case overtime exceeds thirteen (13) hours per week, compensating time off may be allowed the following week. Overtime begins upon completion of eight (8) hours of work per day including Saturdays and Sundays. Overtime on Saturdays and Sundays will be paid only in case of work in excess of eight (8) hours per day or the completion of forty (40) hours per week.

see ltr 3 July 48. Par 2.

d. Night Duty: For work performed between the hours of 2200 and 0600, an increase in the basic pay is authorized for each hour actually worked or subject to call.

e. Special Work Allowance: For work performed under hazardous or adverse conditions a special allowance is payable in amount as outlined in Inclosure #8. The "Remark" column on the time sheet (Inclosure #7) should be used to explain the type of work performed.

BASIC: Hq, Kanagawa Mil Govt Team, APO 503, Subj: "Labor Regulations" dated 15 April 1948

f. Accident and Illness Allowances: For sickness, injury or death resulting from work performed for the Occupation Forces, allowances shall be granted by the Japanese Government. In such cases 4 copies of MGL Form #8, (Inclosure #5) "Report of Accident Involving Civilian Laborers", should be submitted to this headquarters.

g. Transfer Allowance: The Kanagawa Prefectural Government will pay to those day laborers who transfer to a permanent basis a transfer allowance. This allowance is payable to those employees who transfered on or after 1 March 1948.

h. Discharge Allowance: Permenent Japanese labor supplied to the Occupation Forces will be given thrity (30) days' notice prior to discharge, when such discharge is not for cause or the convenience of the discharged person. If such notice is not given, the employee is entitled to receive one (1) month's basic salary. Upon discharge, each permenent employee will be given a release notice by the unit labor officer. Four copies of this release notice will be furnished this headquarters. (See Inclosure #4) The Kanagawa Prefectural Government will pay discharge allowances to all laborers who have been or will be transfered from labor requisition to work for private contractors on Procurement Demands.

i. Relief Allowances: For damages cause by unusual disasters such as earthquake, floods, fires, etc., allowances shall be granted by the Japanese Government. This allowance does not apply to day laborers who have worked less than thirty (30) days, or those who have received compensation or relief allowance paid from the national treasury. This is effective retroactively to 1 August 1947.

j. Travel Expense: For official travel directed by the Occupation Forces, travel expense incurred by the employee will be reimbursed by the Japanese Government. The using unit should submit in quadruplicate a travel voucher MGL Form #9 (Inclosure #6), to this headquarters. Necessary receipts should be made available by the employee to the Kanagawa Prefectural Government at their request.

k. Retirement Allowances: Retirement allowance for permanent Japanese employees will be paid by the Japanese Government. In the case a person is reemployed after having been discharged, the period of employment shall be calculated as from the month of reemployment. This allowance shall not be paid in case of discharge owing to mal-practice or unlawful acts. In case of mass discharge of permanent employees, the retirement allowance is retroactive to 1 January 1947. Mass discharge is defined as "20% or more of the total employees released within a ten (10) day period or one hundred (100) or more Japanese employees for each unit".

L. Forman Cell par 6 ltr 31 July 48

7. Leave:

a. In addition to official Army holidays, each permanent male employee is entitled to two (2) days' vacation per month with pay, each female employee

BASIC: Hq, Kanagawa Mil Govt Team, APO 503, Subj: "Labor Regulations", dated 15 April 1948.

is entitled to three (3) days' vacation per month with pay, providing the employee works sixteen (16) days per month or more. If the employee does not take this time off he will be paid for each day worked.

b. In case an employee, for personal reasons, absents himself from work, deductions from his pay will be made for each day absent.

c. When work is performed on an official Army holiday, the employee shall be paid his basic wage plus a bonus for each hour worked. If the employee does not work on an official Army holiday, he will receive his regular day's pay. Employees absenting themselves on Japanese holidays will receive no compensation.

d. Subject to the limitations established by the Japanese Government employees, for reasons of personal sickness or injury or on account of mournin may be authorized leave with pay, providing appropriate medical or death certi cates are furnished the Kanagawa Prefectural Government by the employee.

e. In cases of female workers, a vacation with pay shall be recognized before and after confinement for childbirth.

8. Rations:

Supplementary rations will be made available by the Japanese Government to certain types of Japanese laborers.

9. Domestic Servants:

a. The term "domestic servants" applies only to those persons employ and working in properly designated Dependent Housing Areas. Those laborers working in headquarters buildings, troop and officers' billets will not be paid on this wage scale but will be classified on the payroll as heavy labor as the case may be. See Inclosure #9, for current domestic wages.

b. Working Hours:

Working hours, as a general rule, will be eight (8) hours per day and forty-eight (48) hours per week with one day's leave per week. The working hours may be prolonged according to the actual requirement of work in each household up to a total of twelve (12) hours overtime per week. In case it is necessary for a person to work more than twelve (12) hours overtime in one week, compensating time off should be given the following week. Time and a half will be paid for work in excess of eight (8) hours per day.

c. Wages will include the basic rates, area allowances, family and overtime allowances and paid on a monthly basis. Basic wages will be paid irrespective of the number of days worked during a month. However, in the case of newly engaged or discharged personnel a sum equivalent to 1/30 of the monthly basic wages for each day worked will be paid. In case an employee absents himself for personal reasons other than holidays, deductions will be made at 1/30 of the basic wages except in the following cases.

BASIC: Hq, Kanagawa Mil Govt Team, APO 503 Subj: "Labor Regulations", dated 15 April 1948.

1) Sickness or in Mourning (Ref: Par 7, d above)

2) Lack of available transportation due to storm, flood, earthquake or fire.

3) Other justifiable or excusable reasons.

d. Area and Family Allowances will be paid at the same rates as other type of labor.

10) Seamen:

All units employing Japanese seamen may obtain information of the new Seamen's Wage Scale by contacting the Labor Section of this headquarters.

11) Temporary Labor:

Requisitions for temporary (daily) labor should be submitted in triplicate to this headquarters at least 24 hours in advance of the time they are needed. Requisitions for temporary labor should be held at a minimum and efforts should be made to utilize permanent employees to the utmost. Those units employing temporary (daily) labor that are virtually permanent employee should effect the transfer of the laborer immediately. A transfer allowance is payable (Ref: Par 6, g).

12 Seniority Case per 6 Ltr 31 July 48

FOR THE COMMANDING OFFICER:

Donald R Miller

DONALD E. MILLER
Captain AGD
Adjutant

9 Incls:
revised 1. Pay Scale for Permanent Employees
2. Pay Scale for Daily Employees
3. Labor Requisition for Military Units (MGL Form #1)
4. Release Notice (MGL Form #10)
5. Report of Accident (MGL Form #8)
6. Payment of Travelling Expense (MGL Form #9)
7. Time Sheet (MGL Form #5 Rev.)
8. Special Work Allowance
revised 9. Domestic Wage Scale.

PAY SCALE
FOR
PERMANENT EMPLOYEES

Clerical Employees: (13 hours overtime per week)	Min	Inter	Max
Manager (no manager shall be appointed at building with less employees than 30, but a clerk shall act in his place)	1353	1914	2475
Ass't Manager	1155	1650	2134
Supervisor	1518	1749	1980
Clerk (with knowledge of English)	957	1551	1749
Clerk (without knowledge of English)	649	1001	1353
Interpreter	951	1468	1980
Translator	1353	1666	1980
Translator-examiner, and expert (Censorship, special examiner, etc)	1672	1903	2134
Translator, high class (to be determined by Prefectural Government on recommendation of Labor Section, Military Government)	2134	2354	2585
Stenographer (with knowledge of English)	1155	1490	1826
Typist (with knowledge of English)	759	1138	1518
Typist (without knowledge of English)	649	792	1155
Secretary	1672	1848	1980
Accountant	1672	1848	1980
Telephone Operator (with knowledge of English)	649	1001	1353
Telephone Operator (without knowledge of English)	649	902	1056
Messenger	649	759	858

Incl #1.

'ay scale for permanent employees (Cont'd)

Technical Employees:	Min	Inter	Max
Mechanical & Skilled worker * (Helper and apprentice will be paid as light laborer)	957	1468	1980
Boilerman *			
Firemen *			
Cargo Checker *			
Fork-Lift Operator*			
Painter *			
Glazier *			
Truck Driver *			
Automobile Mechanic *	957	1468	1980
Electrician *			
Carpenter *			
Joiner *			
Sign Painter *			
Machinist *			
Plumber *			
Typewriter Repairman *			
Skilled Labor Foreman *	1672	1903	2134
T chnicians:			
X-Ray Technician	1518	1881	2249
Laboratory			
Statistician			
Mathematician			
ofessional Employees: (13 hours overtime per week)			
Doctors	1672	2128	2585
Engineers			
Lawyers			
Artists			
Dentists			
Architects			

y scale for permanent employees (cont'd)

Advisor Technical and Professional Expert: (13 hours overtime per week)			
(Salary for specific job will be determined within the established range by the Japanese Government based on the recommendation of Labor Section, Military Government Units)	Min	Inter	Max
	2365	3025	
Kitchen & Mess Employees: (13 hours overtime per week)			
Mess manager	1518	1826	2134
Head Waiter, Waitress	957	1347	1518
Waiter, Waitress	649	902	1155
Chief Cook, Baker	1672	1787	1903
Cook, Baker	957	1391	1826
Chief Kitchen Helper	957	1391	1518
Kitchen Helper	649	902	1155
Work:			
Laborers, light (odd jobs & janitor) *	759	1056	1353
Foreman, light labor *	1056	1287	1518
Laborers, heavy *	858	1188	1518
Foreman, heavy labor*	1133	1414	1672
Foreman, stevedore *	1518	1749	1980
Chief Guard *	858	1265	1672
Guard *	759	1100	1441
Winch man *	957	1315	1672
Winch man foreman *	1518	1749	1980
Pier Labor *	858	1188	1518
Pier Labor foreman *	1254	1540	1826
Special Employees: (13 hours overtime per week)			
Nurse (certified nurse only)	759	1177	1595
Japanese Instructor	1672	1826	1980

Note: * Indicates supplemental rations authorized by Japanese Government.

PAY SCALE FOR DAILY EMPLOYEES.

CLASSIFICATION	STANDARD WAGES	ALLOWANCE	TAX	NET PROCEED
Carpenter Plaster Plumber Painter	Yen 145.00 (@ one (1) hour overtime ¥27.10)	------	¥25.00	¥120.00
Electrician Mechanic	Yen 135.00 (@ one (1) hour overtime ¥25.30)		¥21.50	¥113.50
Paver Common Labor (Heavy)	Yen 95.00 (@ one (1) hour overtime ¥17.80)		¥10.80	¥ 84.20
Common Labor (Heavy, dirty job)	(Yen 95.00 Yen 114.00 (@ one (1) hour overtime ¥21.30)	Yen 19.00)	¥16.00	¥ 98.00

Remarks:-

Rain Allowance:

A)	¥40.00
B)	¥30.00
C)	¥20.00
D)	¥10.00

Foreman Allowances:

Common Foreman	¥30.00
Skilled Foreman	¥40.00

Incl. #2

LABOR REQUISITION FOR MILITARY UNITS

Date _____

To: Commanding Officer, Kanagawa Mil Govt Team, Place _____
(Name of office or individual upon which requisition is made)

Labor as listed below is required on _____
(time or date wanted)

for the following project _____
(Brief description of Job)

and will report to _____
(Name of place)

SKILLED LABOR			UNSKILLED LABOR	
Trade or Skill	No. Required	Pay Rate	No. Required	Pay Rate

The labor requisitioned above is authorized by properly approved manning tables.

Probable Duration of job _____

Signature _____

Using Unit _____

Incl. #3

M.G.L.—1

1391—AG Printing Plant—8-27-45—250M

RELEASE NOTICE
OF
JAPANESE NATIONAL

_____
(Date)

1. _____, _____
(Last Name, First Name) (Address)

_____, is released (with) (without) prejudice from employ-
(Classification)

ment as of _____, for the following reason(s):
(day, month, year)

a.

b.

c.

2, Subject Japanese National (was) (was not) given thirty (30) days notice of discharge.

3. Yokohama Provost Marshal pass number _____.

_____
(Labor Officer signature)

_____
(Name printed) (Rank)

_____
(Unit designation)

_____ _____
APO (Telephone Number)

MGL Form # 10

Incl: #4.

ITROL APPROVAL
SYMBOL 6E-10

NAME OF UNIT_____

ADDRESS_____

_____

Date_____

SUBJECT: Report of Accident Involving Civilian Laborers

TO: Commanding Officer, Kanagawa Military Government Team, APO 503

The following is a report on an accident involving Japanese laborers.

1. Date, Time and Place of Accident:

2. Nature of Accident - detailed explanation, showing cause and responsible parties:

3. Number & Names of injured persons, and degree of injury (deaths, seriously injured, slightly injured).

4. Name and Location of Hospital to which injured persons were taken.

5. Names and addresses of witnesses.

_____
(NAME)

_____
(RANK AND ORGANIZATION)

MGL Form No. 8

Incl #5

TRAVEL VOUCHER

Date: _____

Unit Designation: _____ _____ _____
Regt., Gp., or similar unit Bn., or similar APO

Location: _____ Telephone Number _____

Full Name	Date		Destination	
	From	To	From	To

I certify that the above travel was required by the Occupation Forces, and was official business. The dates and destinations are true and correct to the best of my knowledge and belief.

_____
(Signature of Certifying Officer)

_____
(Name and Rank, typed)

MGL Form No. 9 revised

Incl #6

DECLASSIFIED E.O. 11652 SEC. 3(E) AND 5(D) OR (E) NNBD 770073

TIME REPORT FOR PERMANENT JAPANESE EM

(1) UNIT DESIGNATION: _____ (Regt., Gp., or similar unit) _____ (Bn. or similar unit)

(3) Employed for the period from 1st _____ 1948 to 24

FULL NAME	PASS NO.	CLASSIFI-CATION	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	2

I certify that the above is a true and correct attendance record of each of the a
overtime shown was required and authorized.

_____ (Signature of Certifying Officer)

_____ (Name and Rank T

MGL FORM No. 5 Revised

TIME REPORT FOR PERMANENT JAPANESE EMPLOYEES

Page _____ of _____ Pages.

_____ (2) _____ _____ _____

Bn. or similar unit | APO | Location | Telephone No.

the period from 1st _____ 1948 to 2400 hours, 31st _____ 1948.

9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	NO. OF SP. HRS.	LV. DUE	REMARKS

correct attendance record of each of the above-named persons for the period covered; that all
rized.

_____ _____

Name and Rank Typed | Title

0893—FEC Printing Plant—4 48—10M

DECLASSIFIED E.O. 11652 SEC. 3(E) AND 5(D) OR (E) NND 7 [illegible]

INSTRUCTION FOR PREPARATION
TIME REPORT FOR JAPANESE EMPLOYEES

1. Each using unit must submit a time report in quadruplicate covering all permanent Japanese nationals in the unit, on the day after the last day of the calendar month. Delivery should be made to the local Military Government Unit.

2. These time reports must be accurately maintained and certified by an officer. Regulations prescribe that civilian salary payments can be made on the basis of positive time certifications only.

3. The payroll period is one (1) calendar month, the work month beginning at 0001 of the first day and ending at 2400 of the last day.

4. Explanation of entries:

a. Item (1) UNIT DESIGNATION.	For example, 138th AAA Gr., 753rd AAA AW Bn., APO 503
b. Item (2) LOCATION.	Physical location of unit and telephone number.
c. Item (3) PERIOD.	As shown in par. 3 above.
d. NAMES.	List alphabetically, by classification and name last name first, and then first name.
e. PASS NUMBER.	List Yokohama Provost Marshal pass number of each individual
f. CLASSIFICATION.	Classification of laborer (i.e.) clerk, carpenter, plumber, interpreter, etc.

g. Day of month and hours worked.

4. After each employee's name, show under pertinent day, number of hours worked, placing overtime hours over regular hours or authorized symbols vis:

8 for 8 hours worked.

$\frac{2}{8}$ for 8 hours worked plus 2 hours overtime.

SL - Authorized sick leave.

H - Army Holiday.

$\frac{8}{H}$ - Hours worked on Army Holiday.

$\frac{8/2}{H}$ - 8 hours worked plus 2 hours overtime on Army Holiday.

$\frac{8}{NW}$ - Night Work (hours from 2200 - 0600)

$\frac{8/2}{NW}$ - 8 hours of night work plus two hours overtime.

A - Absent.

h. Number of special hours:	Special hours are those hours worked under adverse conditions
i. Leave Due:	Each male employee is entitled to 2 days off per month. Each female employee is entitled to 3 days off per month. If leave is not taken, it is payable in cash reimbursement. This leave does not accumulate from month to month
j. Remarks Column:	Explain any deviation from normal work schedule and type of special work, if any.

Incl. #7

SPECIAL WORK ALLOWANCE

Tye of Work	Nature of Operation	Standard of Allowance
High altitude Work	Work done over 10 mtrs above ground	20%
Crane Operators	Work done over 15 mtrs above ground & water	20%
Rigger	Work done over 15 mtrs	20%
Foreman	High altitude operations over 15 mtrs. (Personal investigation required for repairing and overhauling cranes)	20%
Deck Workers	Oiling upper parts of cranes at altitude of 15 mtrs. above sea. Joining of tug and suspension ropes.	30%
Deck Worker Mechanical Engineer	Operations of towing boats	20%
Diver	Underwater operations	10% allowance will be paid for the first or hour and additional 10% for any additiona hour as operation pr ceeds, but this canno exceed 30% of hourly pay. Any fraction w be counted as one ho
Earth Worker	Excavation over 4 mtrs. underground	20%
Electrician	Handling of high voltage of over 3000 volts, operation of electric currents and their installation, machinery, and fixtures, as well as maint-enance, and repair of those mentioned above.	30%
Odd-job man on land	Operation in refrigerators	20%
Cess-pool man	Disposal of filth	30%

Special Work Allowance (Cont'd)

Type of Work	Nature of Operation	Standard of Allowance
Odd-job man on land. Stevedore and water-front workers on ships, super-crago for over land transportation.	Loading and unloading cement	30%
Boilerman, turbine-machinist, diesel-machinist, boiler test-man.	Handling of steam turbine with saturated vapor over 100 C. Inspection of internal and external parts of boilers and repairing and cleaning of same.	20%
Painter	Painting with sprayer accompanying operations at high altitude	30%
Boilerman Electrician	In the case of rest on following day after 24 hours of work	In addition of pay for 16 hours, overtime pay will be granted for remaining 6 hrs
All types	Actual work performed out-of-doors on rainy or stormy days	30%
Doctors, Nurses & Attendants	Attending patients with infectious deseases	30%
Laborers	Handling highly-heated materials, over 100 C.	30%
Heavy Laborers	Handling of heavy materials weighing more than 500 kilograms per piece	30%
All employees	Handling or working within danger area of high explosives such as ammunition, dynamtie, but not including gasoline or its by-products.	30%
All employees	Handling of highly poisonous materials, This is not construed to include laboratory technicians or their assistants who would normally handle such poisonous materials in their work.	30%

Pay Rates for Domestic Servants

1 July 1947

Classification	Min	Inter	Max	Remarks
House Manager	¥1540	¥1870	¥2200	Class "A" residence only
Housekeeper	880	1502	2118	
Maid, First class	1111	1326	1540	
Houseboy & Maid	748	930	1111	
Odd Job	880	1210	1540	
Chief Cook	2118	2167	2200	Class "A" residence only
Cook	1122	1617	2118	
Gardener	1122	1579	2035	
Stoker	1122	1634	2145	

Incl. #9

Jag Weap

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

2 Jan 1948

AG 230.145 (MG-X)

SUBJECT: Pay Scale Revision for Japanese Nationals Working for Occupation Force

TO: Supreme Commander for the Allied Powers, APO 500

1. For the past two years the problems presented by decreasing Occupation Force personnel and increasing activities have been solved by hiring and training Japanese to fill critical and technical positions. Obtaining and retaining a sufficient number of such persons is no longer possible since the highest wages permitted Occupation Force labor are far lower than those paid by Japanese commercial concerns. Competent Japanese employees, after being trained by the Occupation Forces, are lost to private industry because of higher wages.

2. The present rapid reduction of enlisted personnel in the Eighth Army makes the use of trained and skilled Japanese more important than ever. This is particularly true of doctors, engineers, managers, mechanics, machinists, foremen, and clerical personnel.

3. Increasing pay scales, while desirable, add to the inflation spiral and still may not affect the desired result. Thousands of tons of food are imported from the United States and distributed through Japanese channels monthly. Authorization to distribute a small amount of this food direct to employees would buttress lagging pay scales and stabilize personnel. At the same time, application of this food would be directly to the person doing the work.

4. In order that the mission of the Occupation Forces may be efficiently carried out the following recommendations are made:

a. That pay of professional, mechanical and clerical experts with a good knowledge of English be increased.

b. That this headquarters be authorized at once to begin the issue to Japanese employees of the Occupation Forces of one meal a day for each day of work from imported food stocks or indigenous supplies under control of the Occupation Forces.

R. L. EICHELBERGER
Lieutenant General, USA
Commanding

2 Jan 48

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GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS

AG 248 (6 Dec 47)ESS/LA

APO 500
6 December 1947

SUBJECT: Wages of Domestic Servants in Occupation Forces Dependent Housing

TO: Commanding General, Eighth Army, APO 343
Commanding General, Far East Air Forces, APO 925
Commander, United States Naval Forces, Far East, FPO 3923
Commanding General, Headquarters and Service Group,
General Headquarters, Far East Command, APO 500

1. Inclosed is a revised salary scale and payment procedure for Japanese domestic employees requisitioned for work in Occupation Force dependent housing, as presented to General Headquarters, Supreme Commander for the Allied Powers, by the Japanese Government, Central Liaison Office. This schedule supersedes inclosure to letter, General Headquarters, Supreme Commander for the Allied Powers, AG 240 (11 Sep 46) ESS/LA, dated 11 September 1946, subject: Wages of Employees Working for Allied Forces.

2. This information is to be disseminated to all labor-using units in order to ensure that payment, hours of work, and all other specified employment conditions of these domestic employees are in conformity with the established procedure.

3. Copies of this revised schedule are being forwarded to Military Government Labor Officers through technical channels.

BY COMMAND OF GENERAL MacARTHUR:

1 Incl
Copy, Regulations Relative to
Wages for Domestic Servants in
Allied Dependents Housing,
issued by Japanese Government,
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Regulations Relative to wages for Domestic Servants

in Allied Dependents Housing

1. The term, "domestic servants of the Allied dependents housing," will be taken to mean such persons as are in the direct employment of the Allied dependents families in their households, at the Allied dependents housing, (including community housing and apartments). The term will not include those employes whose wages are to be paid on the private account of the Allied dependents under the provisions of the instructions entitled "The employment of necessary employes in the Allied dependent housing" sent by the Director of the Accommodation Division, C.L.O., under the date of 12 September, 1946.

2. The working hours of the domestic servants, as a general rule, will be 8 hours per day and 48 hours per week, and they should be given one day's leave per week. However, the working hours per day may be prolonged according to the actual requirement of work in each household, to the extent that the total overtime does not exceed 12 hours per week. In case where the 12 hours' limit as mentioned is exceeded on account of unavoidable circumstances a leave equivalent in length should be given.

3. The wages of the domestic servants will be paid on monthly basis, and will consist of basic wages, area allowance, family allowance, and overtime allowance.

4. The basic wages of the domestic servants will be paid in accordance with the wage scale for domestic servants attached hereto.

The basic wages of individual employes will be fixed at an amount somewhere between the maximum and the minimum, as shown against each occupation in the attached scale, in consideration of the servants' position, experience and ability.

5. As regards basic wages, a fixed monthly sum will be paid.

Provided that:

(1) As regards basic wages for the month in which employee is newly employed or resigns, a sum worked out at the daily rate for the days worked will be paid. The daily rate calculation method will be in accordance with the Regulations for Salaries, Wages and Allowances of the Employees for the Allied Forces.

(2) In case an employee for personal reasons absents himself from work on days other than holidays, deductions shall be made from his pay for each day he has been absent at the "basic daily rate" except in the following cases:

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	Cause of Absence	Number of Paid Holidays
(a)	Cases mentioned in 7(b) of "Salaries, Wages and Allowances of the Permanent Workers for the Allied Forces" including injury and illness while on duty.	Number of days prescribed in Regulations mentioned at left
(b)	Lack of available transportation due to storm, flood, earthquake or fire.	Reasonable period.
(c)	Other justifiable or excusable reasons.	Reasonable period.

In cases where an employee absents himself he must submit notice thereof to, and get recognition from, his tenant in case of an independent house; Japanese manager in case of community housing and apartments.

6. Area allowance and family allowance will be paid in accordance with "Salaries, Wages and Allowances of the Permanent Employees for the Allied Forces.

7. In case where any employe works over eight hours, a sum worked out at the rate of 15/200 of basic wages for each hour worked will be paid. Such overtime working hours will not exceed 12 hours a week.

8. As regards deduction of income taxes, date of payment, travelling expenses, accident allowances, and retirement allowances, they shall be the same as for other permanent employes for the Allied Forces.

Supplementary Provision

The present regulations shall be put into force as from 16 March, 1947.

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Wage Scale for domestic servants in Dependents Housing

Occupation	Ordinary	Skilled	Chief	Remark
House manager			1,400-2,000 (500-800)	Employed only in generals' residences
House-keeper			800-1,925 (300-500)	
Boy, maid	680-1,010 (150-300)			
Amah		1,010-1,400 (300-500)		
Odd job	800-1,010 (200-400)	1,010-1,400		
Cook	1,020-1,220 (300-600)	1,220-1,925 (400-700)	1,925-2,000	Chief cook is employed in generals' residences
Gardner	1,020-1,300 (400-700)	1,300-1,850		
Chauffeur	1,020-1,300 (400-700)	1,300-1,950		Employed only in generals' residences
Stocker	1,020-1,300 (400-700)	1,300-1,950		

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GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
Economic and Scientific Section

APO 500
29 July 1947

MEMORANDUM TO: Military Government Labor Officers

SUBJECT: Wages of Employees Working for Allied Forces

1. Inclosed is a revised salary scale and payment procedure as presented to General Headquarters, Supreme Commander for the Allied Powers by the Japanese Government, Central Liaison Office. This schedule supersedes inclosure to letter, General Headquarters, Supreme Commander for the Allied Powers, AG 240 (11 Sep 46) ESS/LA, dated 11 September 1946, subject as above.

2. This schedule applies to Japanese or other nationals employed on a monthly or daily basis by the Japanese Government for occupation troops, with the exception of domestic employees for dependent families of occupation personnel, maritime pilots and ship crews. Separate provisions for these excepted employees are now being studied by the Japanese Government and until these provisions are established, these employees will continue to be paid under existing regulations.

W. F. Marquat

W. F. MARQUAT
Brigadier General, U. S. Army
Chief, Economic and Scientific Section

1 Incl
Ltr, GHQ, SCAP, AG 240 (23 Jul 47) ESS/LA, dated 23 Jul 47, subject: Wages of Employees Working for Allied Forces, with 2 inclosures

COPY

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS

WFM/JSK/RTA/BM/mo
APO 500
23 July 1947

AG 240 (23 Jul 47) ESS/LA

SUBJECT: Wages of Employees Working for Allied Forces

TO: Commanding General, Eighth Army, APO 343
Commanding General, Far East Air Forces, APO 925
Commander, Naval Forces Japan
Commanding General, Headquarters and Service Group, APO 500

1. Inclosed is a revised salary scale and payment procedure as presented to General Headquarters, Supreme Commander for the Allied Powers by the Japanese Government, Central Liaison Office. This schedule supersedes inclosure to letter, GHQ,SCAP, AG 240 (11 Sep 46) ESS/LA,dated 11 September 1946, subject as above.

2. This schedule applies to Japanese or other nationals employed on a monthly or daily basis by the Japanese Government for occupation troops, with the exception of domestic employees for dependent families of occupation personnel, maritime pilots and ship crews. Separate provisions for these excepted employees are now being studied by the Japanese Government and until these provisions are established, these employees will continue to be paid under existing regulations.

3. This information is to be disseminated to all labor using units in order to ensure that workers are paid regularly and in accordance with established procedures.

4. Copies of this revised schedule and payment procedure are being forwarded to Military Government Labor Officers through technical channels.

BY COMMAND OF GENERAL MacARTHUR:

M. F. NOYES
Lt. Col, AGD
Asst Adj Gen

2 Incls
1. Copy, CLO memo 4673AL to GHQ SCAP dated 17 Jun 47, subject: Revision of Wages, Salaries and Allowances for Permanent Employees of the Allied Forces, with 6 inclosures
2. Copy, memo, CLO and Ministry of Welfare to directors of local liaison offices and local governors dated 28 May 47, subject: Standard Wages of Day Laborers for the Allied Forces, with 1 inclosure

COPY

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JAPANESE GOVERNMENT
Central Liaison Office

TO : GENERAL HEADQUARTERS OF THE SUPREME COMMANDER FOR THE ALLIED POWERS.

FROM : Central Liaison Office, Tokyo.

SUBJECT: Revision of Schedule of Wage, Salary and Allowance for Permanent Employee for Allied Forces.

17 June 1947

C.L.O. No. 4673 (AL)

1. Reference: C.L.O. Memorandum No. 3550 (AAL) dated 20 July 1947, subject: Revision of Wages, Salaries and Allowances for Permanent Employees of Allied Forces.

2. In view of the recent economic conditions in this country, the Japanese Government has revised the schedule of wages, salaries and allowances for permanent employees for the Allied Forces, and submits herewith a copy of the revised schedule.

3. It would be appreciated if General Headquarters, Supreme Commander for the Allied Powers would inform all the units under its command in this matter.

FOR THE PRESIDENT:

/s/ K. Asakai
/t/ K. ASAKAI
Director of General Affairs
Central Liaison Office

Enclosure
As stated in paragraph
2, above

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Encl 1 to Doc 1

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Salaries, Wages and Allowances of the
Permanent Employees for the Allied Forces

1. Policy

(a) As a general policy, Japanese nationals employed by the Allied Forces shall be hired, their rates of pay determined, and paid, by the Japanese Government.

(b) All persons hired by the Japanese Government, regardless of nationality, will be treated in accordance with the Ordinance No.2 dated 10 January 1946 of the Welfare Ministry.

2. Supply of Labour

Labour required by the Allied Forces shall be supplied in accordance with the prescribed "Labour Requisition" issued by the Allied Forces.

In the case, however, of employees required for the maintenance and operation of buildings and facilities requisitioned by the Allied Forces, they may be supplied in accordance with the clauses requiring supply of labour mentioned in the Memoranda for requisition of buildings and facilities.

3. Organs for Determination of Salaries and Wages and Payment

Organs for determination of salaries and wages and for their payment, irrespective of the organs engaged in the procurement of labour, shall be limited to the Central Liaison Office, Local Liaison Offices (including Local Liaison Sub-Offices), or prefectural government offices.

4. Determination of Salaries and Wages

(a) Salaries and wages shall, as a rule, be determined within the limits between the minimum and maximum rates mentioned in the "Wage Scale of the Permanent Employees for the Allied Forces" attached hereto, taking into consideration the position, ability and experience, of the persons, without discrimination by reason of age or sex, the rates of wages and conditions of supply of, and demand for, labour ruling in the localities where they are employed, and the salaries and wages given to employees in the same unit and in other units of the Allied Forces. The principle of equal pay for equal work shall apply within each locality.

In case there should arise a necessity for fixing salaries and wages at an amount below the minimum amount or exceeding the maximum amount payable for those occupations specified in the "Wage Scale of the Permanent Employees for the Allied Forces", the matter shall be submitted for approval to the Central Liaison Office together with a statement of reasons therefor. This, however, shall not apply to cases wherein the new salaries and wages exceed the maximum rates specified in Appendix I when calculated on the basis of Appendix II shown in (b) of 4.

Higher Wages

(b) The salaries and wages of those employees who have been in employment since before the enforcement of the present scheme shall be revised as follows:

(1) The rates of basic wages paid under the hitherto existing wage scale (not including such special allowances as have been paid ranging from 100 yen to 250 yen and temporary special allowances additionally given uniformly throughout the country since January of this year) shall be revised for each person according to the "Wage Scale of Permanent Employees for the Allied Forces" (Appendix I) and the "Comparative Table of New and Old wage scale" (Appendix II).

(2) With respect to those types of jobs which in the "Wage Scale of Permanent Employees for the Allied Forces" (Appendix I) are given with changes being made in the Old Wage Scale exceptionally according to types of jobs, their rates shall be appropriately revised within the maximum and minimum limits of rates given in the New Wage Scale, taking into consideration the respective persons' position, ability, and experience and the wages paid to daily workers for the Allied Forces in their respective areas. When making the above revision, standard scales for change for new wages shall be in advance formulated for respective types and grades of jobs, and the revision shall be carried out appropriately.

5. Salaries and Wages Increases

Increase in salaries and wages shall be made in accordance with the regulations in force heretofore until further notice.

6. Allowances

No other allowances besides basic wage shall be paid than the following:

(a) Area Allowances:

Area allowances shall be paid monthly.

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The rates of the allowances shall be twenty per cent of the basic wages in "A" area, ten per cent in "B" area, and nothing in "C" area. The classification of the areas shall be the same as in the case of government and public employees.

(b) Family Allowances:

For each of the dependent family members shall be given a monthly sum of 120 yen in "A" area, 100 yen in "B" area, and 80 yen in "C" area. The scope of dependent family members and the classification of areas for the purpose of these allowances shall be the same as in the case of government and public employees.

(c) Overtime Allowances:

(1) In case a permanent employee works, by demand of the Allied Forces authorities over the fixed working hours, he is to be paid for such overtime a sum equal to 1.5 times the regular hourly wage (1.5/160 of the basic wage). By fixed working hours is meant the regular working time fixed under the 40-hours weekly system.

Whenever it is difficult to determine such overtime because of the nature of the work, a separate method in conformity with the true circumstances of the job in question may be worked out.

(2) In case the work performed does not reach the working hours per day as designated in the preceding paragraph (1), a sum equal to the deficiency calculated daily will be deducted from basic wages.

(3) Overtime allowance calculations will be made daily for work performed in excess of the working hours as designated in paragraph (1) above.

(4) Weekly overtime working hours will not exceed 13 hours for such service personnel as specified in "Clerical Work", "Kitchen and Mess" and "Special Employees", and professional employees under the heading of "Technical Employees" in the wage scale (Appendix I).

In case, however, such overtime hours exceed 13 hours during any given week for unavoidable reasons, an equivalent number of hours will be allowed in the same week or in the week following for rest to the employee concerned.

(d) Night-duty Allowances:

Persons on night-duty shall be given a night-duty allowance for each night of service at the rate equal to two hours of overtime.

In case where a person on night duty has attended to a job through the night, the above two hours may be extended up to six hours.

(c) Special Work Allowances:

In any of the following cases, special work allowances shall be paid at a rate equal to less than thirty per cent of hourly wage (1/160 of basic wage) for each hour so worked.

(1) In case where work specially liable to danger has to be done, such as work at a high place (more than 10 meters above the land level), excavation more than 4 meters below the land surface, and work in the water.

(2) In case where such dangerous work has to be done as handling of heavy substances weighing more than 500 kilograms a piece.

(3) In case where high volt wires, highly heated substances, refrigerated substances, explosives, or highly poisonous articles are to be handled or work is to be done at a place so near such substances as is liable to danger.

(4) In case where filthy things or bacteria are to be handled or infectious diseased patients are to be attended to.

(5) In case where outdoor work is forcibly done on a stormy or snowy day.

(6) In case where work is done between 10 p.m. and 6 a.m. following.

With respect to such jobs, not mentioned above, which from their nature of job or conditions of work require payment of special allowances, such special work allowances shall be determined after referring the same to the Central Liaison Office.

7. Leave:

(a) Any employee shall be entitled to paid holidays on the basis of two days a month besides the prescribed holidays. To get paid holidays, the employee must in advance get the permission of the Allied Forces Officer in charge of the spot and notify it to the government agency there. Provided that in the case of employee engaged on procurement demand business, leave shall be given only with the permission of the government agency of the spot. In case an employee does not take such paid holidays, he shall be given an additional wage for each of such holidays, calculated as follows:

(Basic Wage)

number of days of any given month - designated holidays except paid holidays

(b) In case an employee for personal reasons absents himself from work on days other than holidays, deductions shall be made from his pay for each day he has been absent, calculated similarly as in (a) of 7 above. In case, however, an employee absents himself from work on account of his own injury or sickness and has submitted notice of it, accompanied by a medical certificate, or where he has to absent himself on account of mourning and has sent in notice thereof, pending the establishment of the mutual-aid system, he may be paid his salary or wage during the undermentioned period. The notice of such absences shall be submitted as in the case mentioned in the preceding paragraph (a). Such notice will be reported to the Allied Forces officers in charge of the spot the government agency there.

Case of Absence	Number of Paid Holidays	Remarks
Person's own injury or sickness.	Less than 90 days from the commencement of absence	Notice to be submitted in writing without delay. Monthly if more than one month.
on mourning	On death of: a parent, less than 7 days, the consort, " " 7 " a child, " " 7 " a grand parent, a grand son or daughter, or a sister or brother, " " 3 "	Notice to be submitted in writing without delay. In case it is necessary to have a trip, the minimum number of days required for such trip may be added to the paid holidays.

8. Deduction of Taxes

Deduction of income tax shall be deducted by those offices which pay salaries and wages.

9. Date of payment

Payment for one month's service between the 1st and the end of each month shall be made on the 10th of the following month.

10. Travelling Expenses

As regards official travelling by order of the Allied Forces, expenses shall be paid in accordance with the prescribed schedule for payment of expenses for official travelling of permanent employees for the Allied Forces.

11. Accident Allowances

For sickness, injury or death resulting from official labor for the Allied Forces, allowances in aid shall be granted in accordance with the arrangements made on Sept. 17, 1946, and contained in the Welfare Ministry's Communication Ro-hatsu No. 504 concerning the accident allowances to laborers in the service of the Allied Forces, which was sent to local governors and chiefs of local liaison offices respectively by Director of the Labor Administration Bureau, the Welfare Ministry and Director of the Accommodation Division, the Central Liaison Office.

12. Others

Salaries and wages for workers of the Allied Forces depending house families, pilots, and ship crews shall be based on the specially prescribed wage scale.

13. Date of Enforcement

The present scheme shall become applicable on and after March 16, 1947. (2) (3) and (4) of (c) of 6, the proviso of (d) of 6, (6) of (e) of 6, and (b) of 7 shall be enforced on and after June 1, 1947.

Notification Shusetsu-go No. 438 dated July 11, 1946, concerning "Wages of Employees working for the Allied Forces", which was sent to local governors and chiefs of local liaison offices respectively by Vice-Minister of Public Welfare and Vice-President of the Central Liaison Office shall be abolished after March 15, 1947.

Items mentioned in the proviso of the first clause of 13 of this scheme which are contained in existing Notifications or the regulations governing traveling expenses contained in existing Notifications shall be effective until May 31, 1947, after which they shall be abolished.

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Appendix

Steps to be taken regarding Regularization of Labor

1. Labor must be regularized as far as possible, day employment being confined to such temporary type of work as necessitates it.

All day-laborers, who have been receiving daily wages for their regular monthly labor in the same place of work, must hereafter be put on the permanent Payroll Establishment of any pay regulations which will interfere with regularization of labor is not permitted.

2. When those laborers, who are paid by the day in spite of their being virtually permanent employees, are placed on the permanent payroll and recognized as permanent employees, they may receive the under-mentioned allowance as a living fund for tiding over the transition period, provided that they have been in that employ for more than a month.

In case of necessity, the system of weekly payment may be temporarily adopted.

The Allowance

The total of sums equivalent to special allowance according to the existing notification and family allowance (based on the new scheme).

The allowances above specified are to be given only to those who will be placed on the Permanent payroll up to the end of July 1947, no such allowances being given later.

3. Placing of day workers on the regular service will be made in accordance with the following plan:

(a) A concrete plan for placing of day workers on regular service is to be reframed and put into operation. Such a plan, when ready, is to be promptly reported on to the Central Liaison Office.

(b) In case of engaging workers on a permanent basis for a permanent job, direction is to be given so that they may be made not day workers, but permanent employees immediately on employment.

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Details of the Scheme respecting Salaries, Wages and Allowances of the Permanent Employees for the Allied Forces

1. Policy:

(a) Japanese nationals employed for the Allied Forces are used under the direction of the Allied Forces, but their employer is the Japanese Government. It follows, therefore, that the pays of those employees are to be determined by the Japanese Government agencies.

(b) Persons other than Japanese nationals, if employed by the Japanese Government at their request, are to be treated according to the above principle.

2. Supply of Labour:

(a) For Labour supplied, the Japanese Government shall not be bound to pay unless such supply is made under "Labour Requisition" issued to a Japanese Government agency by a labour officer of a local Military Government team of the Allied Forces.

(b) In the cases provided in the preceding paragraph, as regards employees required for the maintenance and operation of buildings and facilities on requisition, their employment may be made under the clauses requiring supply of labour mentioned in the memoranda for requisition of buildings and facilities.

(c) Any alteration in "Labour Requisition" shall each time be communicated in writing.
The above documents when received shall immediately be communicated to the public employment agencies and at the same time shall be properly kept and at least once a month the contents of "Labour Requisition" shall be checked up by the agencies concerned so as to keep them constantly clear to them.

(d) The Allied Forces may demand Japanese Government agencies employment of specific persons, in which case such employment shall of course be made on "Labour Requisition".

3. Organs for determination of Salaries and Wages, and Payment:

(a) The Japanese Government agencies are agencies for determination and payment of Salaries and Wages, They are: the Central Liaison Office, Local Liaison offices (including their sub-offices), and the Prefectural Government Offices.

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(In the case of local liaison offices, the above shall apply only to those offices which have presently been appointed as paying officers.)

(b) In the case of public employment agencies which are now actually dealing with such business as the above, they shall continue to do the same for the time being.

4. Determination of Salaries and Wages:

(a) Salaries and wages shall, in principle, be in every case appropriately fixed within the limits of the maximum and the minimum rates mentioned in the "Wage Scale of the Permanent Employees for the Allied Forces".

(b) Salaries and wages shall essentially be appropriate remunerations for the services rendered, irrespective of ages and sexes.

When determining sums within the limits of the maximum and minimum rates, due consideration must be given, irrespective of ages and sexes, not only to the persons' position, ability and experience, but also to the maintenance of equilibrium with the wages of the daily-workers for local Allied Forces, the local condition of labor demand and supply and the salaries and wages of other employees in the same Units and in other Units.

(c) Particularly the following matters should be duly considered when determining salaries and wages:

(1) Since the maximum rates, classified according to types of jobs, given in the "Wage Scale of Permanent Employees for the Allied Forces" have been fixed on the basis of maximum rates in major cities, there will of course arise in practice the necessity of fixing sums lower than the maximum rates in certain districts.

(2) The above shall also apply, of course, to those employed in jobs affiliated with those of daily workers; so special care must be taken in their treatment so that appropriate wages are kept between them. Prior to putting into force the present improvement of pays, it is advisable to hold a conference with the adjacent prefectures affected and to fix practical details for the enforcement of the scheme.

(d) It is permissible to provide in advance several grades between the maximum and minimum rates and to formulate such by-laws as will facilitate the application of each case to such graded rates. In this case, it is advisable to do so after conference with labor unions and others and in close contact with local Military Government teams of the Allied Forces.

(e) Salaries and wages shall all be paid according to the following principle:

(1) Salaries and wages shall all be paid for a month from the beginning to the end of that month.

(2) Salaries and wages shall be paid to the person himself or to any other person formally authorized by him.

(3) In case where a week extends from a month-end to the next month, the reckoning of worked hours on the basis of a 40 hour week shall be made on the basis of the daily working hours prescribed by the local Unit.

(f) The revision of the salaries and wages of those employees who have been employed since before the enforcement of the present scheme shall be treated as follows:

(1) The revision of salaries and wages from the old wage scale to the new wage shall be made by applying each case to the Appendix II of the Scheme.

As there are given no fractions less than five yen in these tables, in making the above application, 5 and higher fractions shall be counted as units and the rest disregarded.

(2) With respect to such types of jobs (including the types of jobs, the grades of which are newly broken down) as are prescribed, with changes exceptionally made in the old wage scale according to the types of jobs in the Appendix I of the Scheme, the revision must be made according to the provision of paragraph 4, (b), (2), of the Scheme and within the limits of the maximum and minimum rates of the new wage scale. In this case it is essential to pay due attention to the following matters:

(A) It is necessary to deal with these matters after fixing standards of pays classified according to the types of jobs. These standards should be determined on the basis of the wages of daily workers and taking into consideration the length of service and other matters. (It is essential to decide these standards of pays after showing a draft of them to the labor unions affected and taking into consideration their opinions.)

(B) As the maximum rates given in Appendix I of the Scheme have been determined on nationwide basis, there will be places where it is unnecessary to take the maximum rates.

(In this case, reference should be made to the above (c) and the rates should be determined taking into consideration the revised wages of daily workers.)

(C) As respects such Translator, Examiner Censorship, Special examiners etc.) under the heading "Clerical Work" and mechanical and skilled worker for whom a column has been newly provided with raised maximum rates, it is essential on this occasion to determine their pays properly taking into consideration their ability, experience and work manner.

(D) In case where the rates worked out by applying their present rates to the scale, Appendix II of the Scheme, exceed the maximum limits of rates given in Appendix I of the Scheme, it is permissible to fix their rates in excess of the limits.

5. Salaries and Wages Increases:

A scheme respecting increases of pay is now under contemplation, and until such scheme is made, the existing provisions shall remain in force.

6. Allowances:

(a) As regards the area allowance for the month in which any employee is newly engaged or resigns, a sum worked out at the rate 1/20 of the monthly allowance amount for each day worked shall be paid. Provided that such sum shall in no case exceed the sum the employee would have received for a full month. For any other month worked, a fixed monthly sum shall be paid irrespective of the number of days worked in a month.

(b) Notification of dependent members of a family for the purpose of payment of a dependent family allowance should in all cases be made in writing. The same rule shall apply where any change has taken place in such members. Production of a full copy or excerpt copy of the birth register to prove the existence of dependent members may be limited to cases where such production is found necessary.

(c) Family allowance shall be paid from the month following that in which the notification is produced by the employee. When an employee resigns, the allowance for the month in which he resigns shall be paid in full. The monthly payments of the allowance shall be made in full irrespective of the number of days worked.

C O P Y

(d) Overtime allowance shall be dealt with in accordance with the principle stated in paragraph 6, (c), of the Scheme. In this case, special attention should be paid to the following points:

(1) Overtime allowances shall in all cases be the sums worked out by certain prescribed rates of proportion to basic wage. It follows, therefore, that in no cases shall the allowance be computed by certain prescribed rates of proportion to the total of basic wage and any other allowances. This rule shall not, however, apply in case where employees are paid special work allowances.

(2) In the case of stokers and guards who work throughout twenty-four hours of a day and are off-work the next day, sixteen hours (8 hours X 2) out of the 24 hours belong to normal working hours, and the remaining eight hours overtime. But of the eight hours, the hours to be recognized as overtime are limited to six hours (and no special work allowance is to be paid to them for the hours from 10 p.m. to 6 a.m. following). It is therefore desirable with respect to this sort of work that their working hours be properly assessed according to the actual state of work and the allowance be paid for such hours.

(3) As respects such service personnel as specified in "Clerical Work", "Kitchen and Mess" and "Special Employees", and Professional employees under the heading of "Technical Employees" in the Wage Scale (Appendix I). (except those engaged on such jobs as, though coming within the scope of "Technical Employees", are not jobs of professional employees, and on jobs under the headings of "Odd Work" and "Stevedores") it is the policy of the Allied Forces that they shall not be employed overtime exceeding thirteen hours a week. This is a policy from the view-point of safeguarding the health of the employees. The local offices are requested, when deemed necessary, after consultation with the local Military Government teams, to take such concrete measure in the work arrangement and shifting of work of the employees as will conform to the above policy.

Further, any employee engaged on a work affiliated with the work coming under the above provision, if found necessary to be treated in the same way as the others in order to keep a general equilibrium in the workshop may be included in the category of the above employees.

(4) Any employee who has been caused to work in excess of the above-mentioned 13 hours a week shall have to be given compensating off-work hours corresponding to such excess hours in the same week or in the week following.

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(5) The compensating off-work hours mentioned in the preceding number shall be given on such day as will be notified to the employee by the local unit of the Allied Forces and Japanese managers.

(6) In case where compensating off-work hours have not been fully given within the last week days of the month, the employee shall be given pays corresponding to such remaining off-work hours instead of giving the off-work hours in the following month. As it is, however, against the principle of the Scheme that compensating off-work hours are not given within the month and pays are given in lieu of the off-work hours not given in the month, special care must be exercised not to take such steps.

(7) In reckoning overtime hours, the hour less than thirty minutes shall be ignored and that over thirty minutes shall be counted as one hour.

(e) The night duty allowance shall be given, as heretofore, at the rate of two hours of overtime for each night. But, if the person on night duty has done work through the night, the overtime hours may be extended up to six hours.

(f) Special work allowances:

(1) Detail tables, classified according to types of jobs, should be prepared, in advance, of the standards of special work allowances, and shall be treated as specimen-types. (A register book should be kept, to be added with another each time. Refer to the "Standard for Special Work Allowance for the Permanent Employees for the Allied Forces", Annex (1) attached hereto.)

(2) For such types of jobs as will normally require to work from 3 or 4 p.m. to beyond 10 p.m. (such as repair men) shall likewise be given the allowance for hours worked after 10 p.m.

(3) For such types of jobs as that employed in the cooking section who are normally to work from early morning no special work allowance shall be given in respect of the early hours. But when he has continued work extending beyond 10 p.m., the allowance shall be given for hours so worked.

(4) With respect to those types of jobs mentioned above, it is essential to treat them under specimen-types as indicated in paragraph 6, (f), (1) above, to provide a register book and to make clear records of them classified according to types of jobs.

In case where there occur such special cases as are difficult to determine under the provisions of this paragraph, it is desirable that such matters shall be settled after referring them to the Central Liaison Office.

(5) The special work allowance shall be paid for the hours so worked, but in case where such work is done mainly during the prescribed working hours, the allowance should be computed on the basis of work as done during the prescribed working hours. If in this case the hours worked were less than the prescribed working hours, the allowance shall be paid only for the hours so worked.

7. Leave:

(a) There has been made no change in the existing policy that two paid off-work days shall be given in each month. But, as described in the Scheme, if the employee does not take these holidays, he shall be given pays instead, a change from the hitherto existing practice. The employee is, however, entitled to take the holidays on later days, if he so desires.

(b) When the employee has not attended work on days other than paid holidays for his own reason, deduction shall be made from his basic wage for each day so absented as is prescribed in the Scheme. In the case of non-attendance on account of his own injury or illness or of a mourning, the employee may be given pays for such periods as are provided in paragraph 7 (b) of the Scheme, provided he has served notice thereof stating prescribed particulars. In this case, he shall be paid, of course, after getting the signature of the local appropriate officer of the Allied Forces on the relative document.

Care must be taken that such notices as mentioned above shall in all cases be made in writing. In the case of non-attendance on account of a mourning, if the person has to make a long journey, the minimum number of days required for the journey may be added to the prescribed number of paid holidays. This additional number of holidays must be such as will be normally considered reasonable taking into account the length of journey to the destination and the number of days required therefor.

(c) When ordered and worked on such public holidays as are named by the Allied Forces as off-work days, the employee shall be paid 1/160 of his basic wage for each hour so worked in addition to his basic wage. The provision for 13 overtime hours a week shall not apply in the above case.

double pay on holidays

8. Deduction of taxes:

(a) All taxes shall be deducted by the Paying Offices from the pays of employees.

(b) As regards the books to enter tax deductions, the date of payment of taxes to the Tax Office, and other details, arrangements should be made in advance with the local Tax Office concerned.

9. Date of Payment:

(a) An over-all change has been made as regards the date of payment. The pays of employees for one month from the first to the end of each month shall be paid on the 10th of the following month. Immediate steps should therefore be taken to pay all pays payable to date. As regards pays after June 1, steps should be taken to pay them on the prescribed date of payment.

(b) For employees resigning before the end of a month, their pays shall be counted up to the last day worked and shall be paid immediately on their resignation.

10. Travelling expenses:

Until the Scheme for Payment of Travelling Expenses to the Permanent Employees for the Allied Forces, annexed hereto, is put into operation, travelling expenses shall be paid under the existing provisions.

11. Accident allowances:

No change has been made in the existing provisions respecting relief allowances for accidents incurred from the performance of duties.

12. Other matters:

(a) Separate provisions are now being studied with respect to employees for dependent families of the Allied Forces, pilots and ship crews, and until these are made and enforced, they shall be treated as heretofore.

(b) The provisions of the Schere should be strictly observed, and if there are matters which cannot be treated under the Schere, they should be referred to the Central Liaison Office for direction before being dealt with.

(c) No bonus system can be recognized. It is to be understood that the basic wage of the employees includes such bonuses as might be given as unspecified pays periodically.

As regards the method of accounting under the Scheme, reference is to be made to the Synopsis of Account Handling, Annex (2) attached hereto.

13. Dates of Enforcement:

(a) The Scheme shall be put into operation as from March 16, 1947, with the exception of paragraph 6, (c), (2), (3), and (4), paragraph 6, (d), proviso, paragraph 6 (e), (6), and paragraph 7 (b) of the Scheme which shall be put into operation as from June 1, 1947.

(b) It is therefore essential to classify matters into those to be paid to date and those not to be done so, so as to avoid errors in payment.

Supplementary remarks:

1. There are some districts where the scheme for changing daily workers to permanent employees is not yet realized. The Supplementary remarks made in the Scheme were for the purpose of effecting such change not later than the end of June, 1947.
The local offices are therefore requested to arrange matters so as to carry out the change as soon as possible by taking such measures as to alter the present positions of personnel or to set up temporary sub sections.

2. When employees are newly employed for continuous employment in workshops staffed with permanent employees, they should be employed from the outset in principle as permanent employees instead of daily workers. It is admissible to employ them on trial for a certain period. If they have not been employed after trial, they should be immediately given pays taking into account their abilities and other matters prescribed in the Scheme for the period they worked on trial.

C O P Y

Wage Scale of the Permanent Employees
for the Allied Forces
(Monthly)

Appendix I

Occupation	A	B	C	Remarks
Clerical Work				
Building Manager	1,230 - 1,660 (500 - 800)	1,660 - 1,940 (800 - 1,000)	1,940 - 2,250 (1,000 - 1,200)	No manager shall be appointed at buildings with employees less than 30, but a clerk shall act in his Place
Assistant Building Manager	1,050 - 1,380 (400 - 600)	1,380 - 1,590 (600 - 750)	1,590 - 1,940 (750 - 900)	
Supervisor			1,380 - 1,800 (600 - 900)	
Clerk (with knowledge of English)	under clerk 870 - 1,050 (300 - 400)	junior clerk 1,050 - 1,230 (400 - 500)	senior clerk 1,230 - 1,590 (500 - 600)	
Clerk (without knowledge of English)	590 - 870 (200 - 300)	870 - 1,050 (300 - 400)	1,050 - 1,230 (400 - 500)	
Interpreter	Simple Interpreting 870 - 1,230 (300 - 500)	Ordinary Interpreting 1,230 - 1,520 (500 - 700)	Technical Interpreting 1,520 - 1,800 (700 - 900)	
Translator		Ordinary 1,230 - 1,520 (500 - 700)	Technical Articles 1,520 - 1,800 (700 - 900)	

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Occupation	A	B	C	Remarks
Kitchen & Mess				
Mess Manager	Ordinary	Ordinary	Chief 1,380 - 1,940	
Boy, Waiter & Waitress	590 - 780 (150 - 300)	780 - 1,050	870 - 1,380	
Cook, Baker	870 - 1,050 (300 - 600)	1,050 - 1,660 (400 - 700)	1,520 - 1,730	
Kitchen Helper (Pantry boy, dishwasher, cooks helper etc.)	590 - 780 (150 - 300)	780 - 1,050	870 - 1,380	
Technical Employees				
Mechanical and Skilled worker	Ordinary 870 - 1,380 (400 - 700)	High class 1,380 - 1,800	Chief 1,520 - 1,940 (550 - 900)	
Chief Technicians		1,380 - 1,800		
Engineers			1,520 - 2,450 (700 - 900)	Building maintenance & construction
Professional Employees			1,520 - 2,350 (700 - 1,200)	Doctors, Engineers, Lawyers etc.
Work				
Laborers, light (odd jobs, Janitors haulers)	Common 690 - 1,230 (200 - 400)	Chief 960 - 1,380 (350 - 500)		

Occupation	A	B	C	Remarks
Translator Examiner (Censorship, Special Examiner etc.)	Ordinary 1,520 - 1,800 (700 - 900)	Ordinary middle class 1,800 - 1,940 (900 - 1,200)	Highclass 1,940 - 2,350	
English Stenographer		Ordinary 1,050 - 1,230 (400 - 500)	Skilled 1,230 - 1,660 (500 - 700)	
Typist (English)	Ordinary 690 - 1,050 (300 - 400)	Ordinary Middle class 1,050 - 1,230 (400 - 500)	Skilled 1,230 - 1,380 (500 - 600)	
Typist (Japanese)	590 - 690 (200 - 300)	690 - 870	870 - 1,050 (300 - 400)	
Telephone Operator (with knowledge of English)	Ordinary 590 - 690 (200 - 350)	Ordinary Middle class 690 - 870	Skilled 870 - 1,230 (350 - 500)	
Telephone Operator (without knowledge of English)	590 - 690 (150 - 250)	690 - 780	780 - 960 (250 - 350)	
Messenger	Ordinary 590 - 690 (100 - 200)	Middle class 690 - 780		

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Occupation	A	B	C	Remarks
Laborers, Heavy	Common 780 - 1,380 (250 - 500)	Chief 1,030 - 1,520 (400 - 600)		
Guards	690 - 1,310 (200 - 450)	780 - 1,520 (200 - 500)		
Stevedores				
Winchmen, Deckmen	870 - 1,520	1,380 - 1,800		
Landmen	780 - 1,380 (200 - 600)	1,140 - 1,660 (550 - 900)		
Special Employees				
Secretary			1,520 - 1,800	
Nurse		690 - 1,380	1,380 - 1,450 (300 - 600)	Certified nurse only
Japanese Instructor			1,520 - 1,800 (700 - 900)	This rate will be decreased according to the hours of work
Advisor Technical & Professional			2,150 - 2,750 (1,200 - 1,800)	Salary for specific job will be determined within the established range by the C.L.O. or P.G. based on the recommendation of the local Military Gov't Labor office.

C O P Y

Appendix II. C O P Y

Comparative table of old and new wage scale

Old wage	New wage
¥ 150	¥ 590
200	690
300	870
400	1,050
500	1,230
600	1,380
700	1,520
800	1,660
900	1,880
1,000	1,940
1,200	2,150
1,800	2,750

The details is as follows :

(Note:

The old standard rates of pay are specified in "Shu-Setsu-Kei" Notification No. 438 dated 11 July, 1946.)

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Old wage	New wage	Old wage	New wage	Old wage	New wage	Old wage	New wage	Old wage	New wage
¥ 150	¥ 590	¥ 250	¥ 790	¥ 350	¥ 970	¥ 450	¥ 1,135	¥ 550	¥ 1,310
155	600	255	798	355	978	455	1,144	555	1,317
160	610	260	806	360	985	460	1,153	560	1,324
165	620	265	814	365	993	465	1,161	565	1,331
170	630	270	822	370	1,000	470	1,170	570	1,338
175	640	275	830	375	1,008	475	1,180	575	1,345
180	650	280	838	380	1,015	480	1,190	580	1,352
185	660	285	846	385	1,023	485	1,200	585	1,359
190	670	290	854	390	1,030	490	1,210	590	1,366
195	680	295	862	395	1,040	495	1,220	595	1,373
200	690	300	870	400	1,050	500	1,230	600	1,380
205	700	305	880	405	1,058	505	1,238	605	1,387
210	710	310	890	410	1,067	510	1,246	610	1,394
215	720	315	900	415	1,075	515	1,254	615	1,401
220	730	320	910	420	1,083	520	1,262	620	1,408
225	740	325	920	425	1,092	525	1,270	625	1,415
230	750	330	930	430	1,100	530	1,278	630	1,422
235	760	335	940	435	1,109	535	1,286	635	1,429
240	770	340	950	440	1,118	540	1,294	640	1,436
245	780	345	960	445	1,126	545	1,302	645	1,443
650	1,450	745	1,589	840	1,716	935	1,849	1,030	1,982
655	1,457	750	1,590	845	1,723	940	1,856	1,035	1,989
660	1,464	755	1,597	850	1,730	945	1,863	1,040	1,996
665	1,471	760	1,604	855	1,737	950	1,870	1,045	2,003
670	1,478	765	1,611	860	1,744	955	1,877	1,050	2,010
675	1,485	770	1,618	865	1,751	960	1,884	1,055	2,015
680	1,492	775	1,625	870	1,758	965	1,891	1,060	2,019
685	1,499	780	1,632	875	1,765	970	1,898	1,065	2,024

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Old wage	New wage	Old wage	New wage	Old wage	New wage	Old wage	New wage	Old wage	New wage
¥ 690	¥ 1,506	¥ 785	¥ 1,639	¥ 880	¥ 1,772	¥ 975	¥ 1,905	¥ 1,070	¥ 2,028
695	1,513	790	1,646	885	1,779	980	1,912	1,075	2,033
700	1,520	795	1,653	890	1,786	985	1,919	1,080	2,037
705	1,527	800	1,660	895	1,793	990	1,926	1,085	2,042
710	1,534	805	1,667	900	1,800	995	1,933	1,090	2,046
715	1,541	810	1,674	905	1,807	1,000	1,940	1,095	2,051
720	1,548	815	1,681	910	1,814	1,005	1,947	1,100	2,055
725	1,555	820	1,688	915	1,821	1,010	1,954	1,105	2,060
730	1,562	825	1,695	920	1,828	1,015	1,961	1,110	2,064
735	1,569	830	1,702	925	1,835	1,020	1,968	1,115	2,069
740	1,576	835	1,709	930	1,842	1,025	1,975	1,120	2,073
1,125	2,078	1,220	2,170	1,315	2,265	1,410	2,360	1,505	2,455
1,130	2,082	1,225	2,175	1,320	2,270	1,415	2,365	1,510	2,460
1,135	2,087	1,230	2,180	1,325	2,275	1,420	2,370	1,515	2,465
1,140	2,091	1,235	2,185	1,330	2,280	1,425	2,375	1,520	2,470
1,145	2,096	1,240	2,190	1,335	2,285	1,430	2,380	1,525	2,475
1,150	2,100	1,245	2,195	1,340	2,290	1,435	2,385	1,530	2,480
1,155	2,105	1,250	2,200	1,345	2,295	1,440	2,390	1,535	2,485
1,160	2,110	1,255	2,205	1,350	2,300	1,445	2,395	1,540	2,490
1,165	2,115	1,260	2,210	1,355	2,305	1,450	2,400	1,545	2,495
1,170	2,120	1,265	2,215	1,360	2,310	1,455	2,405	1,550	2,500
1,175	2,125	1,270	2,220	1,365	2,315	1,460	2,410	1,555	2,505
1,180	2,130	1,275	2,225	1,370	2,320	1,465	2,415	1,560	2,510
1,185	2,135	1,280	2,230	1,375	2,325	1,470	2,420	1,565	2,515
1,190	2,140	1,285	2,235	1,380	2,330	1,475	2,425	1,570	2,520
1,195	2,145	1,290	2,240	1,385	2,335	1,480	2,430	1,575	2,525
1,200	2,150	1,295	2,245	1,390	2,340	1,485	2,435	1,580	2,530
1,205	2,155	1,300	2,250	1,395	2,345	1,490	2,440	1,585	2,535

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Old wage	New wage	Old wage	New wage	Old wage	New wage	Old wage	New wage	Old wage	New wage
¥ 1,210	¥ 2,160	¥ 1,305	¥ 2,255	¥ 1,400	¥ 2,350	¥ 1,495	¥ 2,445	¥ 1,590	¥ 2,540
1,215	2,165	1,310	2,260	1,405	2,355	1,500	2,450	1,595	2,545
1,600	2,550	1,700	2,650	1,800	2,750	1,900	2,850	2,000	2,950
1,605	2,555	1,705	2,655	1,805	2,755	1,905	2,855		
1,610	2,560	1,710	2,660	1,810	2,760	1,910	2,860		
1,615	2,565	1,715	2,665	1,815	2,765	1,915	2,865		
1,620	2,570	1,720	2,670	1,820	2,770	1,920	2,870		
1,625	2,575	1,725	2,675	1,825	2,775	1,925	2,875		
1,630	2,580	1,730	2,680	1,830	2,780	1,930	2,880		
1,635	2,585	1,735	2,685	1,835	2,785	1,935	2,885		
1,640	2,590	1,740	2,690	1,840	2,790	1,940	2,890		
1,645	2,595	1,745	2,695	1,845	2,795	1,945	2,895		
1,650	2,600	1,750	2,700	1,850	2,800	1,950	2,900		
1,655	2,605	1,755	2,705	1,855	2,805	1,955	2,905		
1,660	2,610	1,760	2,710	1,860	2,810	1,960	2,910		
1,665	2,615	1,765	2,715	1,865	2,815	1,965	2,915		
1,670	2,620	1,770	2,720	1,870	2,820	1,970	2,920		
1,675	2,625	1,775	2,725	1,875	2,825	1,975	2,925		
1,680	2,630	1,780	2,730	1,880	2,830	1,980	2,930		
1,685	2,635	1,785	2,735	1,885	2,835	1,985	2,935		
1,690	2,640	1,790	2,740	1,890	2,840	1,990	2,940		
1,695	2,645	1,795	2,745	1,895	2,845	1,995	2,945		

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Annex 1 Standard for Special Work Allowances for the Permanent Employees for the Allied Forces (example)

Special Work Allowances under the Scheme
Paragraph 6, (e), (1)

Type of Work	Nature of Operation	Standard of Allowances
High top man	High altitude operations over 10 meters above ground	20% of hourly pay
Crane operator	High altitude operations over 15 meters above ground and sea	"
Rigger	High altitude rigging operations over 15 meters above ground and sea.	"
Administrator Foreman	High altitude operations over 15 meters above ground and sea (personal investigation required for repairing and overhauling cranes and also for work planning)	"
Deck Worker	Oiling upper contrivances of cranes at altitudes of over 15 meters above sea.	30%
	Joining of tug and suspension ropes	
Deck Worker Mechanical Engineer	Operations of Towing boats	20%

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Type of Work	Nature of operation	Standard of Allowances
Diver	Underwater operations	10% Allowance will be paid for the first one hour and additional 10% for every additional one hour as operation proceeds, but this cannot exceed 30% of hourly pay. Any fraction will be counted one hour.
Earth worker	Excavation operations over 4 meters under ground	20%

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Special Work Allowances under the schemo Paragraph 6, (e),(1),(3), and (4).

Type of Work	Nature of Operation	Standard of Allowances
Electrician	Handling of high-voltage currents of over 3000 volts, operation of electric circuits, and installation of same, machinery, and fixtures as well as maintenance and repair of those mentioned above.	30%
Odd-job man on land	Operation in refrigerator	20%
Cesspool man	Disposal of filth	30%
Odd-job man on land. Stevedore & water-front special worker (on ship) Supercargo for over land transportation	Loading and unloading cement and like.	"
Boilerman Turbine-mechanist Diesel-mechanist Boiler-testman	Handling of steam turbine with saturated vapour over 100°C. Inspection of internal and external parts of boilers and repairing and cleaning of same.	20%
Painter	Painting with sprayer accompanying operations at high altitude.	30%

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Special Work Allowances under the Scheme Paragraph 6, (e),(6).

Type of Work	Nature of Operation	Standard of Allowances
Boiler man Electrician	In the case of rest on following day after 24 hours' work	In addition to pay for (16 hours), over-time pay will be granted for remaining 6 hours

Note: The calculation of the above-mentioned allowances will be based on hourly pay (1/160 of basic wage).

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Annex (2)

Synopsis of Accounting Handling

1. As to calculation of salaries, wages, allowances and holidays mentioned in the Scheme, this synopsis shall apply.

2. Salaries, etc., shall be counted as follows:

(a) Basic Wage is paid for the prescribed number of work days within a month. Accordingly, there is no change in the amount of basic wage even in case when the days of work actually done reachd over 20 days in a month.

(b) A week is counted from Sunday and ends on Saturday.

(c) Japanese holidays or any festivals which are not recognized as such by the Allied Forces shall not be accepted as holidays.

(d) Holidays in place of overtime allowance for overtime work shall not be allowed in the following month.

(e) When a month does not begin from Sunday or does not end on Saturday, the overtime payment and substitute holidays (holidays in place of payment) will be calculated on the basis of prescribed working hours and such part of week days thus divided over two months.

E.G. (1)

	Thu.	Fri.	Sat.		
May	1	2	3		
Prescribed Working Hours	8	8	0 = 16 hrs.		16 hours are made basis for calculation. In the previous month, the basis is 24 hours from Sun. to Wed.
	Sun.	Mon.			
June	29	30			
Prescribed working hours	0	8 = 8 hrs.			The basis is 8 hours. In the first week of July, 32 hours are made basis.

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(f) In the case of (e), the calculation of the overtime allowance for overtime work, which is not replaced by holidays, will be made on the assumption that there are on an average two hours overtime work each day except Sunday, and their total shows the maximum limit of the overtime work qualified to receive overtime allowance during the period. The hours of work actually done over such total of daily average, therefore, will be counted as substitute holidays.

E.G. (2)

	Tue.	Wed.	Thu.	Fri.	Sat.
July	1	2	3	4	5
Prescribed working hours	8	8	8	8	0 = 32
Hours of work done	10	13	15	8	0 = 46

(46 - 32 = 14 hrs. --- Overtime work
(
(Payment for overtime work;
(5 x 2 = 10 hrs.
(
(Substitute holidays;
(14 - 10 = 4 hrs.

(g) In the case of the last week of a month which does not end on Saturday at the end of the month, substitute holidays will not be passed over to the following month. Therefore, if there are any substitute holidays left in the last week besides those which were by then given, that part of holidays will not be passed over to the following month, but instead will be paid as overtime allowance.

E.G. (1)

	Sun.	Mon.	Tue.	Wed.	Thu.
July	27	28	29	30	31
Prescribed Working Hours	0	8	8	8	8 = 32

This week is counted as 32 hours.
46 - 32 = 14 hrs.
14 hours paid as overtime work.

Hours of Work Done	8	10	10	10	8 = 46

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E.G. (2)	Sun.	Mon.	Tue.	Wed.	Thu.	
Hours of Work Done.	8	10	12	S. H.	S.H. 1 W.7	= 37

8 hours (2 x 4) are paid as overtime,
Six hours are substituted by holiday on Wed. and Thu.

E.G. (3)

Hours of Work Done	8	10	12	S. H.	S.H. 4 W.4	= 30

Overtime 14 hrs. Substitute holidays 8 hours. (For Wed. and Thu.)
14 - 8 = 6 hrs.
Six hours are paid as overtime.

E.G. (4)

	Sun.	Mon.	Tue.	Wed.	Thu.	
Hours of Work Done	10	S.H.last week 4	12	10	14	= 50

Work hours 28. (mon. 4, and other week days 8)
50 - 28 = 22 (overtime)

Note; S.H. = substitute holidays.
W = work hours.

In short, in the last week, payment for overtime work will be made over the maximum of 13 hours. Substitute holidays taken in the period, of course, will not be included in the count.

3. The amount to be paid out is paid by such counting that in case of a fraction less than 10 sen, 5 sen or more is counted as 10 sen, while 4 sen or less is discarded.

4. Allowances will be counted as follows:

(a) Family allowance is paid from the following month upon receipt of its application.

(b) Overtime, and short work hours are both calculated daily, and no method of counting the through a week is used.

C O P Y

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E.G. (1)

	Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
Working Hours	0	8	8	8	8	8	0 ═ 40
Hours of Work (1) Done	0	8	10	6	8	8	0 ═ 40

2 hours deducted from basic wage
2 hours overtime work.

(2) "	8	8	8	0	8	8	0 ═ 40

One day off work deducted from basic wage 8 hours overtime work.

(3) "	0	15	#	15	10	10	0 ═ 50

13 hours overtime work 5 hours ($7\frac{1}{2}$ hrs) substitute holiday one day leave is not deducted from basic wages

(# Vacation)

Note. 1. In case of (3), it applies only to service personnel, and in other posts, overtime work will be 18 hours. No substitute holidays.

2. If prescribed working hours are as follows, those over these hours is overtime work.

	Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
Working Hours.	0	8	8	4	8	8	4 ═ 40 (E.G. 1)
"	0	7	7	7	7	7	5 ═ 40 (E.G. 11)

(c) Night duty is counted as 2 hours of basic wage. In case of all-night work, it is extended to 6 hours. The extension will be properly allowed in consideration of actual circumstances.

E.G. $\left(\text{basic wage} \times \frac{1.5}{160}\right) \times 2 = X$

Night duty allowance

(d) Special work allowances may be given simultaneously when requirements from (1) to (6) of the Scheme 6 are overlapped. For instance, the counting is as follows when one handles an explosive of the weight over 500 Kgm.

C O P Y 4

1) basic wage x $\frac{1}{160}$ x 0.3 = X Weight

2) " = X' Danger

3) X + X' = X'' Total

3. Vacation is treated as follows.

(a) In case of sickness, when applied by a written form, 90 days, of vacation will be permitted. In case it ranges over 90 days, no pay will be given.

In case when one is absent from duty for awfull month on account of sickness, he will be paid as if he works as prescribed, provided that no nightduty or special work allowances are not given in addition to the basic wage. That is, salary or wages, area allowance and family allowance will not be paid.

(b) In case of death of a family member, the paid holidays will be granted and it is not deducted from the basic wage.

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Raku-Setsu-Ra-Go No. 412

Date (May 28, 1947)

From : Vice-President of the Central Liaison Office.
Vice-Minister of the Welfare Ministry.

To : Local Governors.
Directors of Local Liaison Office.

Subject : Standard Wages of Day Labourers for the Allied Forces.

The standard wages of day labourers for the Allied Forces have been fixed as set forth in the rules annexed hereto, to be put into force on April 1. As these standard rates have been settled after consultation of all concerned, you will see this business conducted duly in conformity therewith.

Annex

Standard Wages of Day Labourers for the Allied Forces.

1. In case regular working hours are 8 hours per day, the daily wages shall be paid in accordance with the schedules annexed hereto.

Note: (1) Regional divisions for this purpose are as follows.

Hokkaido: Hokkaido.

Tohoku & Hokuriku: Aomori, Iwate, Miyagi, Akita, Yamagata, Fukushima, Niigata, Toyama, Ishikawa, and Fukui Prefectures.

Kanto & Koshin: Ibaraki Tochigi, Gumma, Saitama, Chiba, Yamanashi, and Nagano Prefectures.

Keihin: Tokyo-to and Kanagawa Prefecture.

Tokai: Shizuoka, Gifu, Miye, and Aichi Prefectures.

Kinki: Kyoto-fu (excluding Kyoto City), Shiga, Nara, Wakayama, and Hyogo Prefectures. (Hanshin District and Akashi City are excluded from the Prefecture last mentioned.).

Kei-Han-Shin: Osaka-fu, Hanshin District and Akashi City of Hyogo Prefecture, and Kyoto City.

Sanin & Chugoku: Tottori, Shimane, Okayama, Hiroshima, and Yamaguchi Prefectures.

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Shikoku: Tokushima, Kagawa, Yehime, and Kochi Prefectures.

Kyushu: (a) Fukuoka Prefecture.
(b) Oita, Saga, Nagasaki, Kumamoto, Miyazaki, and Kagoshima Prefectures.

(2) Standard daily wages for Matsudo City, Ichikawa City, Funabashi City, Chiba City, and Chotoku Town (all above in Chiba Prefecture), and for Kawaguchi City, Urawa City, Omiya City, Toyo-oka Town, Tokorozawa City (All above in Saitama Prefecture) shall be the average for Kanto, Koshin, and Keihin regions combined.

(3) Standard daily wages for Ikoma-gun, Kita-Katsugi-gun, and Nara City (all above in Nara Prefecture), and for Kaiso-gun Wakayama City, and Kainan City (all above in Wakayama Prefecture) shall be the average for Kinki and Keihan-Shin regions combined.

(4) For stevedores working both on ships and on piers in Nagoya Port, wages shall be 20 per cent above the standard rates for that region.

(5) In case there arised a need to fix standard daily wages for a locality different from the rates in other localities of the same Fu or Ken, the local authorities concerned shall send applications, accompanied by statements of reasons and related materials, to Central Liaison Office for approval of the office. In case also of an urgent need, the same procedure shall be followed with necessary modifications.

II. In case prescribed working hours are considerably reduced, wages shall be reduced from the scheduled wage rates proportionately to the hours reduced. In case, however, of a special need, the payments to be made may be added to it within 20 per cent of the scheduled daily rates.

III. Daily wages for individual labourers may be increased or reduced within 10 percent of the standard rates, after considering the ability, experience, and other circumstances of such individual labourers.

IV. Daily wages for occupations, the rates for which are not set forth in the annexed standard daily wage schedules, shall be fixed, after considering the balance with the occupations for which the rates are fixed. In such a case, the matter must be immediately reported to the Central Liaison Office.

V. In case working hours exceed 8 hours, the payment to be made for every excess hour shall be 50 per cent above the amount per hour of the daily wages (including special work allowance for special work, a foreman's allowance for a foreman.)

VI. (A) In any of the cases mentioned below, a special work allowance equivalent to 30 per cent of daily wages (including foreman's allowance in case of a foreman) shall be paid:

(1) In case where work specially liable to danger has to be done, such as work at a high place (more than 10 meters above the land level), excavation more than 4 meters below the land surface, and work in the water.

(2) In case where such dangerous work has to be done as handling of heavy substances weighing more than 500 kilograms a piece.

(3) In case where high volt wires, highly heated substances, refrigerated substances, explosives, or highly poisonous articles are to be handled or work is to be done at a place so near such substances as is liable to danger.

(4) In case where filthy things or bacteria are to be handled.

(5) In case where outdoor work is forcibly to be done on a rainy or stormy day.

(6) In case where work is done between 10 p.m. and 6 a.m. following.

(B) Foreman shall receive following foreman allowances.

Foreman for two or more working groups: 30 per cent addition to daily wages.

Foreman for one working group: 20 per cent addition to daily wages.

Assistant to a foreman: 10 per cent.

(C) In case payment of allowances other than those provided for in the present rules becomes necessary, an application shall be presented each time to the Central Liaison Office.

VII. In application of the present rules, special attention shall be paid to the following points:

(1) Payment of the same wages to women doing the same work as men.

(2) Calculation of wages down to sen.

(3) Exclusion of the earned income tax class "C" at the paying office from the amount to be delivered.

VIII. The present rules shall be put into force on April 1, 1947.

C O P Y

Local Standard Wages for Day Labourers in the Employment of the Allied Forces. (10% above scale for Public Works employees)

Region \ Occupation		Carpenter	Plasterer	Odd-jobman	Mason	Joiner	Electrician	Tinsmith	Roofer	Pipe-Layer
Hokkaido		99	99	83	99	95	95	88	99	99
Toohoku, Hokuriku		61	61	50	66	60	60	66	66	66
Kanto, Kooshin		61	61	50	55	60	60	55	55	61
Keihin		83	83	66	94	80	80	83	88	83
Tokai		55	55	50	50	53	53	66	66	61
Kinki		77	83	66	72	65	65	72	77	66
Keihanshin		99	105	94	99	95	95	105	105	110
Sanin Chugoku		72	77	66	77	65	65	77	77	61
Shikoku		66	77	61	61	55	55	77	77	55
Kyushu	Fukuoka	83	83	77	88	75	75	83	77	77
	Others	55	66	50	61	55	55	50	55	55

C O P Y

C O P Y

LOCAL STANDARD WAGES FOR DAY LABORERS IN THE EMPLOYMENT OF THE ALLIED FORCES

Occupation / Region		Painter	Gardener	Navvy	Laborer A	Laborer B	Stevedoring		Shore Works			Loading & unloading on land (including supercargo).
							Winchman Deckman	Others	Winchman	Landing Worker	Miscellaneous	
Hokkaido		88	72	55	52	48	64	57	64	59	55	55
Toohoku, Hokuriku		61	44	39	35	33	42	39	42	39	36	36
Kanto, Kooshin		61	50	44	35	33	42	39	42	39	36	36
Keihin		83	66	60	55	48	70	65	70	65	60	60
Tokai		61	55	39	35	33	42	39	42	39	36	36
Kinki		72	72	50	39	35	50	46	50	46	43	43
Keihanshin		99	88	72	61	48	78	72	78	72	67	67
Senin Chugoku		72	72	44	39	35	50	46	50	46	43	43
Shikoku		77	55	44	35	33	42	39	42	39	36	36
Kyushu	Fukuoka	77	83	44	39	35	50	46	50	46	43	43
	Others	55	55	44	35	33	42	39	42	39	36	36

C O P Y

HEADQUARTERS
TOKYO-KANAGAWA
MILITARY GOVERNMENT DISTRICT
APO 503

AG-L 240 28 June 1947

SUBJECT: Wages Paid to Japanese Nationals

TO : Units in Kanagawa Prefecture Employing Japanese Labor

1. Reference: Letter, Welfare Ministry, Subject: Salaries for Permanent Workers Employed by the Occupational Forces, dated 27 May 1947.

2. The following revised wage scale and payment procedure for Japanese employees of the Occupation Forces in Kanagawa Prefecture is forwarded for your information and guidance.

3. Salaries and wages for domestic employees, pilots, and ship crews will be based on a specifically prescribed wage scale to be published at a later date. Until such time as this wage scale is promulgated, they will be paid as heretofore..

4. The payroll for the month of June 1947 will be based upon the information contained in this letter. Certain changes on MGL Form #5 will be necessary as indicated in sample #1, inclosure "2.

5. This pay schedule will be retroactive to 16 March 1947. For the changes and information necessary for the computation of the differential between the wages previously paid and wages due, see sample 2 and sample 3, inclosure #2. Because the Japanese Government fiscal period closed 30 April 1947, it will be necessary for two payrolls to be submitted this headquarters as follows:

(1) Period 16 March 1947 - 30 April 1947
(2) Period 1 May 1947 - 31 May 1947

6. Labor must be regularized as far as possible. Day employment will be confined to temporary or emergency type of work. Day laborers, employed at the same place of work, will hereafter be put on the permanent payroll. (See Transfer Allowance, Paragraph 3, j) Units employing day laborers should contact the Labor Section of this headquarters (Telephone: 2-0735, 2-0306) concerning transferring them to the permanent payroll.

7. Job Classification:

(a) Classification of job titles for Japanese nationals employed for the Occupation Forces will be left in general to the discretion of the using unit. Each person will be properly

classified for the job he is actually performing. In case a worker has two or more jobs, the higher classification may be used.

(b) All occupations will be classified into one of the job titles most nearly comparable to those listed on the attached wage scale. No other classifications will be accepted by this headquarters.

(c) Requests for reclassification of job titles will be submitted to this headquarters for approval and record together with a position description of the new job.

(d) Salaries may be automatically increased ¥25.00 per month, or ¥50.00 per month with the written approval of this headquarters, for those who have been employed in the same pay grade for six months.

8. Allowances:

(a) Area Allowance:

In addition to the basic wage, an area allowance will be paid according to the area in which the work is performed. The area allowance for "A Area", (Yokohama, Kamakura and Yokosuka) will be 20% of the basic wage; the allowance for "B" Area", (all other cities and five towns, Ofuna, Oiso, Chigasaki, Kohzu and Sakoh) will be 10% of the basic wage; no area allowance is authorized for "C Area", (all other towns and villages).

(b) Family Allowance:

For each legal dependent the following allowance is authorized:

"A Area"	¥120.00
"B Area"	¥100.00
"C Area"	¥ 80.00

(c) Overtime Allowance:

The normal working period consists of an eight (8) hour day including a lunch period, and a forty (40) hour week. The maximum overtime authorized is thirteen (13) hours per week for the following types of employees:

Clerical	Special
Professional	Kitchen and Mess
Advisor, Technical & Professional Experts	

In case overtime exceeds 13 hours per week, compensating time off will be allowed the following week. Overtime begins upon completion of 40 hours of work regardless of the number of hours worked in any particular day.

(d) Overtime payable to domestic employees is authorized, not to exceed two (2) hours per working day. The restriction of 13 hours of overtime per week does not apply to domestic employees.

(e) Night Duty:

Night work will begin at 2200 hours and end at 0600 hours. Any work performed between the normal closing hours and 2200 will be paid as overtime. (See Paragraph 4 c above) Thirty (30) percent of the hourly wage in addition to the regular pay is authorized for each hour between 2200 hours and 0600 hours actually worked or subject to call.

(f) Special Work Allowance:

Special work allowance is authorized not to exceed 30% of the hourly wage (1/160 of basic wage) for each hour worked, under the following conditions:

(1) 10 meters above the ground.
(2) 4 meters below the ground.
(3) In water.
(4) Moving supplies weighing more than 500 kilograms a piece.
(5) High voltage.
(6) Highly heated materials.
(7) Refrigerated materials.
(8) Explosives.
(9) Poisonous articles.
(10) Moving of night soil.
(11) Attending patients with infectious diseases.
(12) Inclement weather.

(g) Accident and Illness Allowance:

For sickness, injury or death resulting from work performed for the Allied Forces, allowances shall be granted by the Japanese Government. In case of illness or accident, MGL Form #8, Report of Accident Involving Civilian Laborers should be submitted to this headquarters in duplicate.

(h) Discharge Allowance:

Permanent Japanese labor supplied to the Occupation Forces will be given thirty (30) days' notice, prior to discharge when such discharge is not for cause or the convenience of the discharged person. If such notice is not given, the employee is entitled to receive one (1) month's salary. ~~in lieu of notice.~~ Upon discharge, each permanent employee will be given a certificate by the unit labor officer stating the circumstances, causes, date of discharge, and date notice of discharge was given. One copy of this certificate will be furnished this headquarters.

(i) Traveling Expense Allowance:

For official travel directed by the employing unit, travel expenses incurred by the employee will be reimbursed by the Japanese Government on the same basis as heretofore. (Necessary receipts should be available) Reimbursement for official traveling expenses may be applied for on MGL Form #9, and submitted to this headquarters in duplicate.

(j) Transfer Allowance:

When day laborers, who have been employed at the same place for a period of at least one month, are placed on the permanent monthly pay roll (MGL Form #5) and recognized as permanent employes, they may receive a transfer allowance of ¥400.00 plus the family allowance to tide them over the transition period. This allowance expires 31 July 1947.

k. Retirement Allowance

9. Leave

(a) In addition to official holidays, each permanent employee is entitled to two (2) days' vacation, per month, with pay, subject to the approval of the unit labor officer. If the employee does not take this time off he will be paid for each day worked as follows:

$$\frac{\text{Basic Wage}}{\text{No. of days in the month less designated holidays except paid holidays}}$$

(b) In case an employee, for personal reasons, absents himself from work, deductions from his pay will be made for each day absent based on the above formula.

PAY SCALE
FOR
GOVERNMENT EMPLOYEES

Clerical Employees: (13 hours overtime per week)

	Min	Inter	Max
Manager (no manager shall be appointed at building with less employees than 30, but a clerk shall act in his place)	1230	1740	2250
Ass't Manager	1050	1500	1940
Supervisor	1380	1590	1800
Clerk (with Knowledge of English)	870	1410	1590
Clerk (without knowledge of English)	590	910	1230
Interpreter	870	1335	1800
Translator	1230	1515	1800
Translator-examiner, and expert (censorship, special examiner, etc)	1520	1730	1940
Translator, high class (to be determined by Prefectural Government on recommendation of labor Section, Military Government)	1[illegible]0	2140	2350
Stenographer (with knowledge of English)	1050	1355	1660
Typist (with knowledge of English)	690	1035	1380
Typist (without knowledge of English)	590	720	1050
Secretary	1520	1680	1800
Accountant	1520	1680	1800
Telephone Operator (with knowledge of English)	590	910	1230
Telephone Operator (with knowledge of English)	590	820	960
Messenger	590	690	780

Incl No. 1

	Min	Inter	Max
Technical Employees:			
Mechanical & Skilled worker* (Helper and apprentice will be paid as light laborer)	870	1335	1800
Boilerman*			
Fireman*			
Cargo Checker*			
Fork-Lift Operator*			
Painter*			
Glazier*			
Truck Driver*	870	1335	1800
Automobile Mechanic*			
Electrician*			
Carpenter*			
Joiner*			
Sign Painter*			
Machinist*			
Plumber*			
Typewriter Repairman*	1520	1730	1940
Skilled Labor Foreman*			
Technicians:			
X-Ray Technician	1380	1710	2045
Laboratory			
Statistician			
Mathematician			
Professional Employees: (13 hours overtime per week)			
	1520	1935	2350
Doctors			
Engineers			
Lawyers			
Artists			
Dentists			
Architects			

Advisor Technical & Professional Expert: (Salary for specific job will be determined within the established range by the Japanese Government based on the recommendation of Labor Section, Military Government units)	(13 hours overtime per week) Min	Inter	Max
	2150	. . .	2750

Kitchen & Mess Employees: (13 hours overtime per week)			
Mess manager	1380	1660	1940
Head waiter, Waitress	870	1225	1380
Waiter, Waitress	590	820	1050
Chief Cook, Baker	1520	1625	1730
Cook, Baker	870	1265	1660
Chief Kitchen Helper	870	1265	1380
Kitchen Helper	590	820	1050

Odd Work:			
Laborers, light (odd jobs & janitor)*	690	960	1230
Foreman, light labor*	960	1170	1380
Laborers, heavy*	780	1080	1380
Foreman, heavy labor*	1030	1285	1520
Foreman, stevedore*	1380	1590	1800
Chief Guard*	780	1150	1520
Guard*	690	1000	1310
Winch man*	870	1145	1520
Winch man foreman*	1380	1590	1800
Pier Labor*	780	1080	1380
Pier Labor foreman*	1140	1400	1660

Special Employees: (13 hours overtime per week)			
Nurse (certified nurse only)	690	1070	1450
Japanese Instructor	1520	1660	1800

* indicates supplemental rations authorized by Japanese Government.