becoming skilled in overcoming embarassment ... but they are learning more about the trade union movement.

Now the next item to be mentioned is one that should appeal to every Japanese woman. for it involves painting and expressing ideas through pictures. Japanese women seem to have an especial flair for poster work, which means that women in the unions can make a valuable contribution by painting small educational posters for use within the plants. Also, the women could get together to make their own kami shibai ... say a Kami Shibai explaining the rights of women and minors under the Labour Standard Act. Again, they should choose practical subjects. A group of women would have to meet several times in order to read the Labour Standard Act. They then go through it and pick out the important points. After discussion, a script is written and then more meetings are held as they discuss the types of pictures to be used. Finally, with a script written and many ideas about pictures and cartoons, they may decide to do a manga on the Labour Standard Act, using water colours and some old cardboard. You can be sure that when the men and women trade unionists see such a Kami Shibai prepared by local trade union women, they will begin to appreciate the women as good trade union members. And the woman who work on such a project will be authorities within their factory on the Labour Standard Act.

Another useful device is the use of the lecture series wherein a large group of women holds a lecture series on trade union problems -- lectures on the Labour Relations Committee, Trade Union Act, Labour Standards Act, Unemployment Compensation Act, and so forth. Each lecture should be given by a trade union official or a competent government official, but the important thing is to have the lecture take up only 30 to 40 minutes, followed by questions from the women. Such a device as the lecture-discussion meeting both informs the women and gives them further practice in speaking in public on trade union matters.

I could speak of many other devices, but I think that the ones mentioned will appeal more directly to the women trade unionists. I have observed that in the Japanese language the kanju for "noise" is written by writing the kanji for "women" three times. That would certainly indicate that Japanese women are famous for their habit of talking amongst themselves all the time. The job for women within the trade union movement is to talk about their everyday problems and their relations with the trade union!

Today in Japan it is estimated that about one-third of the membership of Trade Unions is made up of young ladies and women. In such unions as the JFT's Textile Workers, we have found with great pleasure every evidence of education activities of, by, and for women trade unionists. The Textile Workers publish a good monthly magazine, they have produced a 35 mm. movie on "Women in Dormitories" in which the actors were women members of this Sodomei union, and they carry on extensive discussion activities.

The Womens' and Minors' Bureau representatives throughout Japan can strike a mighty blow for democracy and the rights of women if they will just carry on a few simple activities:

1. When you visit factories or places where there are women trade unionists, bring with you the latest labor books and urge them to buy and read one or two of them. You can keep well supplied with books and pamphlets if you will visit your local Labour Administration Section once a week.

2. Visit any local labor-management libraries or other public libraries to find out what labour books they have. When you visit with women trade unionists, tell them what books are to be had and urge them to make wide use of local library facilities. Your local M. G. Team will always be glad to be of assistance in this direction.

3. Call meetings of women trade unionists and try to interest them in discussing club activities, kami shibai projects, or perhaps a lecture series. Give them help!

4. See if you can plan a wall newspaper for posting in local railroad stations which will urge women within each trade union to initiate women's activities within their local unions. Invite them to visit your office.

5. From time to time, visit the factories and dormitories. At times it may be difficult, but if you will visit Dormitories after hours and chat with the girls, you may develop some friendships which will give you a chance to start them on public speaking classes or discussion group activities.

6. Whenever there is a local meeting of labour union leaders, always be on hand with an exhibit about women in the trade union movement. Urge the men to devote a part of their program to women's problems ... not to educ te the women but to educate the MEN. They often need it!

7. When you visit local factories, schools, railroads stations, and other places where women work, impress upon the women the fact that the trade union movement belongs to them just as much as it does the men. Urge them to get busy in labour education. Encourage them to read, to study, and to discuss, for from such activities will come the intelligent women trade union leaders of tomorrow.

8. Above all, keep in touch with your Local Labour Administration Office. They have film strip machines, books, pamphlets, and

many other things that will be of assistance to you. Use them.

The women of Japan need your help and your service. You work with them so that the old feudalism will be replaced in God's good time with a vigorous and healthy Japanese democratic society where men and women share democracy and the trade union movement TOGETHER!

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CONSTITUTION OF THE DAIGAKU FUJIN KYOKAI
(JAPANESE ASSOCIATION OF COLLEGE ALUMNAE)

Chapter I Name

Article I

This organization shall be known as the Japanese Association of College Alumnae.

Chapter II Purpose

Article II

The purpose of this organization shall be to unite women graduates of universities and colleges and in co-operation with the International Federation of University Women, to contribute to the progress of women's education, improvement of communities and better understanding between the East and West through the interchange of cultures.

Chapter III Membership

Article III

a. Women graduates of universities and colleges recognized by this association.

b. Graduates of foreign universities and colleges recognized by the International Federation of University Women.

Article IV

Foreign women who are graduates of universities and colleges recognized by the International Federation of University Women shall be eligible to associate membership. Associate members may not vote or be elected.

Chapter IV Officers

Article V.

The officers of the organization shall be

One President
Two Vice-Presidents
Two Secretaries
Two Treasurers

Article VI Duties of Officers

Section 1. (a) The President shall have charge of all business of the association, (b) shall be chairman of the general meeting and Executive Committee meetings, (c) shall be ex-officio member of all standing committees and special committees.

Section 2. The Vice-President shall assist the President in every possible way and shall preside in the absence of the President.

Section 3. (a) The Recording Secretary shall keep a proper record of all meetings of the association, (b) shall keep the file of all documents and (c) shall report at the general meeting.

Section 4. (a) The Corresponding Secretary shall send official notices of all meetings, (b) shall contact publication organs, (c) shall conduct all correspondence not otherwise provided for.

Section 5. Treasurers shall handle all matters relative to accounts.

Article VII

The officers and chairmen of standing committees shall be elected annually at the general meeting, the names of nominees being presented by a nomination committee. Other nominations may be made from the floor. The term of office shall be limited to one year, but re-election shall be made acceptable.

Chapter V Executive Board

Article VIII

The Executive Board shall consist of the officers and the chairmen of standing committees. The Executive Board shall meet at the call of the President.

The duties of the Executive Board shall be
(a) to decide what matters shall come before the association,
(b) to take action upon emergency matters,
(c) to decide policies,
(d) to fill vacancies,
(e) to appoint members of committees.

Executive Board meeting shall not be convened unless attended by more than half of the officers.

Chapter VI Committees

Article IX

(A) Program Committee shall be in charge of national program and assist Branches in carrying it out.

(b) Accrediting Committee shall investigate the qualifications of colleges and universities whose graduates desire to become members of the association, the committee shall present recommendations to the Executive Board.

(c) Finance Committee shall make the budget for the association and present it to the general meeting.

(d) Public Relations Committee shall implement the purposes and activities of the association in the public mind.

(e) Other committees shall be organized when recognized necessary by the Executive Board.

Chapter VII Local Branches

Article X

Branches may be set up in any localities where there are more than 50 eligible members. Prior to the establishment of branches, the matter must be approved by the National Executive Board. Branches shall collect dues to meet expenses of respective branches.

Chapter VIII General Meeting

Article XI

The national general meeting shall convene in May with the attendance of the Executive Board, branch presidents and delegates from each branch and deliberate and decide on, (a) Amendments of the Constitution, (b) budget, (c) election of Executives, (d) National Program, (e) approval of new colleges.

Branches are authorized to send delegates at the ratio of one to 50 members who have paid up the annual dues. Extraordinary meetings shall be called when requested by one-tenth of the members, or when recognized to be necessary by the Executive Board.

Chapter IX Accounts

Article XII

Expenses of the national association shall be met with membership dues and contributions.

Article XIII

The annual dues shall be ¥10 per year per capita, Branches shall be requested to send all dues to the headquarters by April 15.

Article XIV

The fiscal year shall start from June 1 and shall end on the last day of May.

Chapter X Amendment of the Constitution

Article XV

The Constitution may be amended by a three-fourths vote of the members present at a general meeting.

BY-LAWS OF THE JAPANESE ASSOCIATION OF COLLEGE ALUMNAE BRANCH

Article I

This organization shall be called the Branch of the JACA and the office shall be located at

Article II

The Branch shall be located at . It shall consist of the members who come under Article III and IV of the Constitution and shall aim at performing the objectives provided by Article II of the Constitution.

Article III

The officers of the branch shall be President, Vice-President, Treasurer and Secretary.

Section 1. (a) The President shall have charge of all business matters, (b) shall preside over the general meeting and committee meetings.

Section 2. (a) The Vice-President shall preside in the absense of the President and shall assist the President in every way possible.

Section 3. (a) The Secretary shall keep a record of all meetings and conduct all correspondences.

Section 4. The Treasurer shall have charge of accounts.

The Executives and chairmen of standing committees shall be elected at a general meeting of the Branch. The term of office shall be limited to one year, but re-election shall be accepted.

Article IV

The Executive Board shall consist of the officers of the Branch and the chairmen of standing committees.

The duties of the Executive Board shall be (a) to decide what matters shall come before the Branch, (b) to fill vacancies and (c) to appoint members of standing committees.

Article V.

There shall be following standing committees; Program, Membership, and Finance Committees and others, decided by each branch.

Article VI.

The Branch shall convene its general meeting annually in . At the meeting the By-laws may be amended, officers shall be elected and other necessary matters deliberated and decided. The Branch shall meet once a month.

Article VII

Expenses of the Branch shall be met with membership dues and other contributions. The annual dues paid to the national organization shall be ¥10 per capita per year, and shall be paid to the national Treasurer by April 15 of each year, and for the Branch ¥_____. Local dues can be paid in instalments.

The fiscal year of the Branch shall start June 1 and end at the end of May.

Article VIII

By-Laws of the Branch shall be amended by a three-fourths vote of the members present at a general meeting.

EDUCATION FOR WOMEN

Prepared by CI&E, Education Division

The new Constitution of Japan has granted new legal rights, and voting privileges to all men and women equally, but they will be worse than useless if the people are not well enough educated to take advantage of these new responsibilities. In a recent election 51.9% of the votes in this country were cast by women, and yet only 23% of those women ever get beyond the 6th grade in school, and only 0.4% of them ever get to the university. There can be great danger to a democracy based on such an uneducated mass of the voting public.

Men and women live together in the same society all of their lives, and together they share the responsibilities essential to the conduct of that society. How reasonable it would seem for them to share their learning experiences, and to stimulate each others thinking in the school room. Coeducation, as it is known in the rest of the world, means boys and girls learning in the same classes, from the same texts, under the same teachers.

The Japanese people are expressing an interest in coeducation as a part of their plan for developing their new democracy. Many Japanese have doubts and fears concerning it. Some feel that the female mind is not comparable to the male mind. Psychological tests and statistics gathered over a period of years in the western world have proven that there is no difference of mental ability based on sex. There is every reason to believe that the same situation exists in Japan. There is no doubt that the insecurity of women's position in a feudalistic society has had an effect upon their confidence in their mental ability, and this may well have also affected their performance. However, sufficient Japanese women who have had in foreign countries the same educational opportunities that men have had, and have proven themselves equal

to men mentally, can be cited as sufficient proof to most people.

It is true that men and women have different responsibilities in society in some areas. But the major responsibility of good citizenship, they share equally. In their formal school days, they will have to spend part of their time in preparing for their vocational work, but this need not be a disproportionate amount of the school time. Girls will need to study some home economics but not at the expense of the social sciences, sciences and language which the boys are studying.

As for the social problems involved in training boys and girls together, they exist largely in the fears and inhibitions of the older generation who have had no experience in that system. Therefore, parents and teachers must first be educated in faith in coeducation if it is to be successfully introduced here. Coeducation should never be attempted in any school until the community wants it. Teachers' training institutions might well be among the first to introduce coeducation, so that the teachers themselves can have actual experience with it.

Any young people must be kept stimulated and interested in constructive occupations, or else they will get into mischief. This is particularly true at the adolescent period when all young people are beginning to declare their independence of adult restraint. Therefore, it is particularly important that in all communities there be thoroughly well planned recreation programs for boys alone, for girls alone, and for boys and girls together. The self-consciousness which crops up between boys and girls at adolescence can be reduced to a minimum if they are thrown together naturally in activities which keep them both interested and on their toes. Informal things and sports lend themselves most readily to boy and girl interests. The parents in the home must make every effort to make the home the social center of the young people's

friends, and the teachers in the schools must give of themselves unselfishly to guidance in extra-curricular activities. These have value not only in keeping the youngsters interested in the right things, but if they are carefully handled, extra-curricular activities can become a veritable laboratory course in the science of living in society. They are of inestimable value in developing responsible leadership and the sense of care for those who are less fortunate which is essential to democratic living.

Some older people also fear a decline in morals if young people are drawn together promiscuously. Moral values are built on a sense of self-restraint, self-control, and respect for the dignity of other human beings. Such standards can be cultivated only as individuals are forced to cultivate them in their own living pattern. Removal of temptation never teaches anyone to withstand temptation. Casual, normal, constant contact between the sexes in a pattern of wholesome and interesting activities, is probably the best protection that young people may have against temptation to immorality.

It is important that the Japanese people are thinking about coeducation, and it is important that they are facing the issue squarely. Coeducation is cheap and it is practical as an educational pattern, but those are not the main reasons for introducing it. The real value of coeducation lies in its educational contribution to the building of a sound citizenry capable of exercising a democratic government.

"COMMITTEES AND PROGRAMS

IN DEMOCRATIC ORGANIZATIONS"

Released by

Civil Information and Education Section
General Headquarters
Supreme Commander for the Allied Powers

Incl 4

PREFACE

This pamphlet on "Committees and Programs in Democratic Organizations" was compiled in response to numerous requests from Japanese women for information on how democratic groups in the United States are planning programs to achieve worthwhile objectives. It is a supplement to the CI&E pamphlet "Democratic Organizations" published in July 1946, which discussed the procedure in forming an organization from the preliminary steps in drafting the constitution to the procedure for holding meetings. That pamphlet mentioned briefly the reasons for committees and their position in relation to the rest of the organization. This is a somewhat more detailed treatment of the same subject. The material herein contained was gleaned in part from similar publications distributed in the United States by farm groups, housewive professional organizations and political parties.

It is obviously impossible to outline fully programs and procedures for all types of organizations. Therefore, we have selectedexamples that will answer the questions of the greatest number of people. Since various cultural programs have been planned by Japanese women's associations, we have not repeated such but have emphasized instead non-partisan political and educational programs about which Japanese women in rural areas have requested information. We hope that the suggestions here presented will serve as a valuable starting point from which to plan complete, specific programs.

Small groups with from 50 to 100 members will not want as many committees as suggested. Large groups may want more. Both small and large will sometimes use the information as a guide to form such other committees as those on music, art, public health, welfare, housing, labor problems, etc. Whatever development takes place, of course, should not affect the basic, democratic principles behind the organization.

The merit of committee work is in the fact that through this device many members have an opportunity to take an active part in the organization. It will also be remembered that work in the Japanese Diet, in prefectural assemblies, labor unions etc. is carried out in this way. Organization work thus becomes a training ground for effective citizenship.

COMMITTEES

In Japan, the officers of organizations are often called "Committee Members" and their meetings called "Committees." However, in this pamphlet the term "Committees" is used to mean a group of selected members working together on a plan to accomplish one or more aims of the organization. The difference between a committee and any small groups of individuals who happen to work together is that the committee is a recognized part of the organization and is responsible for definite assignments.

The advantage of having committees is that work may be subdivided, and careful and concentrated attention given to specific subjects. It would be impossible for each member to pay attention to all the numerous subjects considered by an organization. Therefore the appointment of committees is a settled custom in all organizations.

Formation

Committees may be appointed by the chair, by ballot, or by viva-voce vote of the members but no committee can be appointed without authorization from the membership. This authority may be given in the by-laws. The chairman may either be appointed by the president or elected by vote of the membership. The chairman is usually given the power to select the members of the committee.

The number of members serving on a committee varies with the needs of the situation and the size of the club. It is wise to have only as many committee members as there are definite jobs and responsibilities. A committee having more members than the task warrants will waste the time of its members and prevent them from being useful on other committees. Having an uneven number of workers, such as five or seven on a committee avoids repeated ties in the questions which come up for vote.

Characteristics

In addition to the above, the following characteristics apply to all committees:

1 - They have a definite assignment.
2 - They meet, function and make decisions as a group, even though committee members may be given specific jobs.
3 - They are not independent bodies acting on their own authority. Their function is to report back and make their recommendations to the group which designated and defined their jobs.
4 - They perform their assignments carefully and under no circumstances transcend their power.

Subcommittees

Sometimes large committees or committees transacting a great many details find it practical to have subcommittees. These subcommittees are groups which are responsible to the larger committee in the same way as the latter are responsible to the organization. Subcommittees are appointed by the committee chairman and hold meetings between regular sessions of the larger committee. They execute details or gather necessary information for guidance of

the larger group. They may serve for the entire duration of the larger committee or may be delegated to handle special projects of short tenure.

For example, the main Education Committee may appoint a subcommittee to investigate conditions at a local school. The subcommittee then holds meetings to study the question and consolidate its report between regular sessions of the larger committee. The latter uses the subcommittee's report to substantiate its plan of action for education reforms.

The Chairman's Duties

Like the office of president in the organization, the position of chairman in the committee carries with it the greatest responsibility and highest honor. The success or failure of the work of the committee depends to a large extent upon the calibre of the chairman's leadership.

It is up to the chairman, by his own enthusiastic attitude, to inspire other persons to work on his committee. In recruiting members, congenial people should be selected who represent all possible phases of the work to be undertaken by the committee. The best way to induce a member to work on committee is to ask him personally. Even very large organizations use this approach in gathering committee members.

A good chairman, sincerely interested in the progress of the committee, will not use his authority in an officious manner nor impose his will on the members. He will extend courteous consideration and fair treatment to all. In general the duties of a chairman are:

1. To name the time and place for the meeting.
2. To see that every member of the committee is notified.
3. To be prompt in beginning and closing meetings.
4. To preserve order during meetings.
5. To adhere to the agenda and not let the discussion wander.
6. To clinch questions without wasting time.
7. To know the rules of the organization.
8. To safeguard the rights of the minorities.

Meetings

Meetings are held in response to the chairman's request and it is expected that every member who has expressed his willingness to serve with the group will attend. These meetings do not take place during the regular business session of the organization except by special permission or request. This special permission is given when the assembly asks the members of the committee to withdraw and consider a question. However, unless the committee members present wish to withdraw, the membership cannot compel them to leave the regular business session. The quorum for a committee meeting is a majority of the committee members.

Although committee meetings are presided over by a chairman the members may speak without formal recognition. In making decisions, however, the committee follows the same formalities of making motions and voting as prevails in the organization.

In large committees, a secretary is usually appointed to keep full minutes of the proceedings. But when the committee is small only those notes are kept which are needed to have a record

of agreemtns, job definitions, and assignments.

Reports

The reports are a summation of the work of the committee and are not the same as the minutes. The report should be addressed to the organization and presented by the chairman at a regular business session. Reports should contain the information procured, the duties performed and the specific recommendations of the committee.

The report should be signed at a committee meeting by all members present in agreement. The signatures are a gurantee to the assembly that the members are familiar with the report. If there are committee members who do not agree with the report they are at liberty to prepare a minority report which they sign.

If the report of a committee is not satisfactory, a motion to recommit may be made and the committee must then reconvene and prepare another report. If a committee is in doubt as to what is expected of it, a request for instruction should be made to the assembly.

If the report is not ready when called for, the chairman informs the organization accordingly. He should rise and say "The committee desires more time." The request is usually granted.

Types

Committees within an organization are generally divided into two types Standing Committees and Special Committees.

Standing Committees are those which are appointed for a certain period of time, usually one year, for the performance of specific duties. The bylaws or rules of the organization should provide for the manner of appointment, the number of members, and the definition of duties.

The newly elected president of an organization usually appoits all the Standing Committees subject to approval of the directors. This custom gives the president much power but perhaps not too much. Having been elected in a democratic manner by a majority vote of the membership, if the president has a policy to carry out, it seems right that he appoints the committees on whose aid and cooperation he must rely. The president, himself, is generally made a member, ex-officio, of every Standing Committee. He is invited to attend all meetings, but may or may not do so, as he wishes. In the ordinary routine of meetings the Standing Committee should report at the first regular meeting after it has been given an assignment or whenever its duties make a report necessary.

Standing Committees are named in accordance with their specific duties; i.e. Membership Committee, Finance Committee, House Committee Program Committee, Publicity Committee, etc. Although the name inplies the duties of the committee, some organizations define them in the bylaws to avoid misunderstandings.

There is no hard and fast rule concerning the number, size or duties of Standing Committees since these factors vary with the individual requirements of the organization. Therefore a brief outline is presented of the usual purpose of Standing Committees with the reminder that this plan should be adapted to meet the needs of

the local situation.

Membership Committee

The main purpose of the Membership Committee is to secure and educate new members for the organization. Every member of this committee should be familiar with the eligibility, membership rulings and procedures necessary to expeidte reporting and enrolling of members as stated in the bylaws. The duties are:

1. To discover prospective members. (The best source of information is the present membership).
2. To make recommendations to accept or reject each candidate proposed according to the rules stated in the Constitution and bylaws.
3. In cooperation with the Program Committee to plan schedules for membership drives as needed.
4. To orient new members in the work of the organization and encourage them to participate in its activities.
   To introduce new members to old ones for guidance and invite the former to meetings, study groups, parties etc.

Finance Committee

The main purpose of the Finance Committee is to help make decisions regarding the money transactions of the organization and to assist the treasurer. The Finance Chairman is usually made a member without official vote of all committees which disburse money. The Constitution or bylaws must specify a definite time when complete reports of the financial status of the organization must be made to the membership of the organization. The duties are:

1. To assist in developing a sound financial policy for the organization.
2. To supervise all expenditures.
3. To prepare an annual budget for the organization.
4. To report regularly to the Board of Directors.
5. To furnish detailed reports and answer all questions regarding the sources and expenditure of funds.
6. To cooperate in every way possible with Special Committees appointed to raise special funds for specific projects.

House Committee

The main purpose of the House Committee is to see that a suitable meeting place is provided for club members. Each committee member should be assigned a definite task so that there is no shifting of responsibility. For example, in making arrangements for the meeting, one member could see that sufficient chairs are provided, another that the room is clean and in good order, etc. The duties are:

1. To plan where meetings are to be held.
2. To see that all arrangements are completed in advance of meeting.
3. To assume responsibility for the condition of the meeting place.

Program Committee

The main purpose of the Program Committee is to plan the activities of the club. In small local organizations the chairman and members of the committee will plan the great variety of activities that will constitute the year's program. However, in a large organization with many members and many branches, it will be necessary to have several special committees such as Education, Recreation, Political Study, etc. The chairmen of these special committees will automatically become members of the Program Committee. In their regular meetings with the Program Chairman, they plan activities so that each committee makes a contribution to the total club program.

For example, if the club's Political Study Committee feels that members might benefit by an exploration of the function and operation of political parties, the chairman of this committee submits the idea to the meeting of the Program Committee. The committee discusses the idea, comes to a decision and if favorable schedules the event. Similarly all the chairmen submit suggestions of their respective committees.

Generally in the first meeting of the year the Program Committee outlines the entire program for the club. This proposed plan is then submitted to the Board of Directors for information and approval. Only after the Board of Directors has approved may detailed work on the outline be started.

The first step in preparing the year's program is to select the goals or objectives the association wishes to attain. The activities selected should be sufficiently broad to appeal to the entire membership but still permit concentration on specific aim. Before the plan is finally decided upon, the program committee should consider such questions as the following:

1. Does it definitely fall in the legitimate scope of the organization's activity?
2. Does it answer a clearly felt need or interest of the members?
3. Are the suggested activities suitable to the capacity of the members who must carry them out?
4. Is the plan feasible in regard to its demands upon the group treasury?

To have programs which are sufficiently flexible to meet changing conditions, interests and needs, the committee should assemble as much material as possible concerning special programs, available speakers, helpful publications, etc. A record of program and possible programs should be kept by the program chairman, and passed along from year to year. This record should also contain details of arrangements and a true evaluation of the merits of each program.

The Program Committee might print or mimeograph the year's pl for distribution to all members when annual dues are paid. This publication should list the specific club activities scheduled in the total club program.

Publicity Committee

It is the primary responsibility of the Publicity Committee to make the work of the club known both to the members and the general public. This is accomplished through using publicity devices of all kinds, from mere invitations and announcements to publication of an official organ or the development of a series of radio broadcasts.

Formation

A chairman should be selected who possesses both enthusiasm and writing ability. Experience in magazine or newspaper work may be advantageous, especially in cases of a large organization where it may be necessary for committee members to be familiar with procedures for obtaining paper, printing, reproducing poster, etc.

Activities

1. Close cooperation between this committee and the Program Committee is essential to the success of the Club program. The program committee may arrange excellent meetings, but unless the notice of the meeting is presented both to the members of the organization and guests in an attractive form the meeting may be a total failure because of lack of audience.

Therefore, the first duty of the publicity committee is to circulate well in advance of the meeting announcements stating time, date, place, and, in as irresistable form as possible, the purpose and program for the meeting.

2. Official Publication:--- All available information relate to the club program should be collected and the help of other committees solicited for news for the official organ. Specific articles should be requested from experts in various fields of interest to women and contributions welcomed from members. Every effort should be made to issue the organ on the specified date of publication. The aim should be to keep all published material as interesting and readable as possible.

3. Pamphlets; ---- The findings of the committees and announcements of the organization will be published asnecessary. Such subjects might include important current issues as education reform, labor standard laws, Civil Code, elections etc. A simply written handbook containing necessary information about election laws, candidates and political parties will be helpful for both members and outsiders. A large organization may be able to publis books. In normal times, when a nominal charge is made for club publications, they become a means of raising money.

4. Other publicity devices may include posters, "kamishibai" exhibits, newspaper announcements, magazine articles, radio broadcasts or even newsreel pictures in civic programs of national scope.

Special Committees

Special Committees are those whose cuties are temporary and result from a specific request by the membership. Very often the Special Committee is appointed for a stipulated time, as authorized by the bylaws, However, when no time limitation is set, the committee ceases to function when the purpose for which it was organized is completed or when it is voted to disband the committee.

The Special Committee is usually given a definite time for completion of its assignment and a specific date for making its report. For example, a Special Committee might be formed to sponsor a special club project to raise funds. When the project is completed and the funds raised, the committee automatically disbands.

The existence of a Special Committee is determined by motion and vote of the membership of the organization or by the Board of Directors as stipulated in the bylaws. Sometimes this motion includes the manner of appointment, the number and even names of the members. The president may be given power to appoint the Special Committee. He may do so at once or reserve his selection until a later date. If he wishes to make the appointment later he may say "The Chair will appoint the Committee later." After the close of the session, he informs the secretary of the persons appointed so that their names may be entered on the record.

Programs Through Special Committees

It is understood that it is impossible within the limitations of this pamphlet to discuss the functions and procedures of all Special Committees. Therefore the following outlines suggest a few programs which may be adapted to the needs of various types of organizations.

The Domestic Affairs Program

Many excellent programs have been developed around the Domest Affairs theme by Japanese women leaders. However, the changing domestic arts curriculum of the schools, the new needs there are f women's contribution outside the home, and the changing times, make it necessary that all such programs be examined anew and that all information in this regard be carefully studied.

New Programs might be developed if the problem of domestic affairs is considered in connection with society at large, not as a mere problem of consumption. In other words, better household management has the most meaning when the time thus saved is used by the housewife tobroaden her horizons and consider her home from the point of view of its place in society. The relationship betweer home economy and national economy, the influence child health in the individual home has on the physical standard of the nation, the relationship between the individual housing problem and city planning --- if all these problems are carefully analyzed , the fact t our daily problems and welfare of society are inseparable will be understood. Under these circumstances, members may find a new mean-

ing in domestic affairs programs.

The following are only incomplete suggestions. It will be necessary for the domestic affairs chairman to thoroughly canvass all available information in this regard.

Formation

If possible, the person selected to lead the group should have studied home economics in school, have first hand experience in this field (or be a member of a large household). The committee members should be selected from among those who have a sincere desire to learn home management. Members should be of different ages, environments and tastes.

So many women may want to join the group that it may be possible to launch a very ambitious program. If so, a secretary may be needed to keep full records of the many different projects undertaken and the specific jobs assigned. There may be too much work for one chairman and two may be chosen to share the responsibilities. In this event they are called co-chairmen and divide the duties.

Activities

1. Domestic budget and account book

It is not good management to run a house without a financial schedule and the habit of keeping a budget should be fostered by the domestic program. A small group interested in studying home economy might start by keeping an account book of daily expenditures and a larger group may be developed later.

In keeping a budget in these days of scarce commodities and inflated prices, mere accounting of expenditures is not enough. It is necessary also to keep records of quantities obtained in order to estimate the true status of home economy. Such figures indicating under analysis, as they do, the actual living of the family, constitute important factual information to suggest demands for government action regarding distribution of goods.

Newspaper indices concerning average living expenditures should be explained to members so that they may adapt this information to their own home budgets. Round table talks could be held on tiding over difficult situations in financial management.

Well-planned discussion, presenting the viewpoint of consumers, merchants and the government, on government control of raw foods, price control, black market prices etc., might also contribute to action concerning illegal transactions of goods. Through analysis of their own home economy in relation to the national situation members may develop a better understanding of both.

2. Budgeting the necessary time

Members should note the time spent in various household tasks to see where time can be saved. This information should be given to members as well as outsiders, using all available publicity methods, such as, mimeographed lists, charts, exhibits, etc.

Instruction on ways of lessening housework through cooperation of different family members might be presented. For example, the

type of tasks children of various ages are capable of performing could be explained. Children sharing the housework in this manner might write compositions on their experiences for publication in the official organ of the club.

A set time schedule for routine work will enable housewives to devote some time to pursuing their own specific interests. In this way they would recieve mental stimulation which would increase their household efficiency. For example, Monday could be reserved for large washing, Tuesday for mending, Wednesday cleaning and so forth to suit the particular need of the housewife and family. The Domestic Affairs Committee might work out a general schedule and encourage members to follow it. Members might report the results and this way receive additional guidance.

3. Improving Clothing, Food, and Housing

Clothing

A short course in western style sewing, mending and handicraft sponsored by the organization and given to club members might develop into a community workshop. If there are members who cannot make, mend or clean bedding and kimonos during the spring and autumn cleaning, owing to the shortage of help, the committee might cooperate in this task for a few days. Members may buy irons and sewing machines cooperatively, and use them under the supervision of the committee.

A general "Wash Day" for all members might be designated to clean dresses and men's suits. A short course might be given on cleaning silk and woolen materials. Discarded and outgrown clothing might be exchanged among members. In cooperation with the Political Study Committee a study on the cloth distribution system might be worked out.

Food

When menus are planned several days in advance, it is possible even in these days of scarcities to save time, fuel, food, and the energy of the housewife, at the same time producing better balanced meals. Such planning is essential, especially when two or three days supply of vegetables or fish are distributed at one time. It is also essential if the full value of fuel is to be utilized by cooking several meals' supply of bread, or if the heat remaining after one item is prepared, is to be used in cooking or half-cooking for the next meal.

Specialists might conduct short courses on practical menu planning as well as courses in canning and preserving vegetables and preparing new foods such as corn meal, preserved butter, soy bean flour, etc. In cooperation with the Publicity Committee, pamphlets could be issued on these subjects.

Community Kitchens

One time saver during the busy season is the use of community kitchens which also may be organized by the food committee. When it is impossible to prepare all foods, those such as rice, which follows a standard formula, may be half-cooked in the community kitchen and taken home by the members to be re-heated and served.

Housing

The Committee might serve as liaison for those having spare rooms and those needing living quarters. Suggestions can be offered on how to make rooms livable with instructions on arranging closets, making shelves etc. These might be printed for members and the public. To stimulate ideas, the committee might offer a prize for the best design on convenient arrangement and utilization of kitchens. Also a short course on mending furniture might be sponsored.

Child care:

Specialists might be invited to lecture on child care, covering such topics as regular feeding, proper habit formation, babies' food, simple and convenient clothes for infants, etc.

These specialists might conduct a round table talk on toys, books, games, etc., for children. Other subjects which might be discussed include child psychology, new education for children, habit forming in the early years, group training, democracy in the home, etc. Such round table talks might be published for wide distribution in the community and money thus raised can be used to buy furniture, toys, etc., for the local nursery.

Day Nursery and children's study groups:

If possible, the organization might form a day nursery asking students of girls' high schools to assist. If this is not feasible the members might alternate in taking care of children at meeting time. Such day nurseries accomplish two purposes:

(1) To release the mother from the care of children.
(2) To give young children the exprience of group training.

Mothers and students leading such groups should be given instruction by qualified persons.

Sanitation

A short first-aid course might be introduced with doctors and nurses as speakers. In cooperation with the Publicity Committee, funds might be raised for posters copying slogans and good health habits. Because of the fuel shortage individuals may want to make a contract with the public bath houses and burn the house refuse there. Another project could have as its aim the annihilation of rats and lice. Special programs might be developed to extend information on prevention and control of epidemics and spread of diseases to the public.

Kitchen gardens:

Seeds and seedlings obtained by committee members from trustworthy merchants or producers might be distributed to others in the organization. A round-table discussion might be held on growing vegetables in the kitchen garden and the products exhibited at meetings. Special information might be distributed on ways to obtain the greatest possible crops from these kitchen gardens.

The Political Study Program

The past government of Japan was thought of as apart from the lives of the people, especially women. "Politics are for politi-

in

cians only" was the popular conception and people were expected to concentrate on their own lives and that of their families. Such principles are untenable in democratic nations where government is by active consent of the governed.

Since the success of democratic government depends on constructive participation of a well-informed public, it is the people's responsibility to acquaint themselves with the facts behind existing and proposed laws. However, this knowledge alone is not power so the people must make their wants known to legislators and government officials to secure action.

One of the best possible ways of accomplishing this objective is through the medium of an organization. Here, if the program is developed effectively, people may get necessary training in making their wishes known. To the present, such programs in Japan have been confined merely to a comparatively few people. But in democratic countries this is not the case. It is said that in such countries, few if any, important laws are passed without influence for or against the laws being registered publicly by civic groups of one type or another.

In organizations it is the Political Study Committee which studies and investigates government and laws and proposes and plans programs to disseminate its findings through the membership and general public.

Formation

The chairman should be selected from among those members having a knowledge of politics. Other committee members should have different backgrounds, interests or occupations. A large organization may have a committee composed of members representing various business or professions such as lawyer, teacher, office worker, reporter, laborer, etc. A small organization may have as varied a group as its membership permits.

Activities

1. Study groups

An effective method for extending political information to members is through Study Groups. Persons other than committee members are eligible to join, but the total membership should be limited. The number of persons participating in a study group is usually held down to ten or less for effective work. As much information as possible on scheduled topics should be gathered from all possible sources, thoroughly discussed, and where necessary, conclusions reached on controversial points. Then if action is needed by the total membership, recommendations should be made by the Study Group to the Political Study Committee as a whole. Study groups might consider such subjects as the Constitution, the Civil Code, how the Diet works in a democratic government, labor standards, and other special laws concerning prices, distribution of food, education and health and welfare.

2. Plan meetings.

The Political Study Committee is usually especially active when new laws are planned or proposed in the Diet or in some other governmental body such as the prefectural or local assembly. It may also come into action when other committees find problems in their fields which need legislative settlement.

Programs explaining current political and legislative problems may be arranged for the entire organization by the Political Study Committee. They may result from suggestions made by the Study Group when it finds that some subject is particularly controversial.

To aid in planning a meeting and discussion featuring popular speakers, the Committee may keep a record of Diet members, prefectural, city and town legislators as well as lists of speakers obtainable from civic clubs, universities, newspapers, etc. When it is known that any of these persons will be in the vicinity, he or she may thus be easily contacted for a personal appearance.

However, it is not sufficient just to have a meeting and see or hear a speaker. Much good may result from conducting a discussion or having a question period following a lecture. At such times every care should be exerted to have as many people as possible participate. Such question periods are particularly helpful following meetings at which candidates for election to public office are the speakers. At such times, club members may ask candidates for their opinions regarding current or proposed legislation.

3. Education for election

At election time the Political Study Committee might conduct special campaigns to educate the masses for intelligent voting. In a democracy, the government is only as efficient as the people who make it. Therefore, the people must be shown how to use their vote to obtain the government they want. Programs of this type help in developing the independent thinking of the members of the organization and the courage to express this independent thought whether in private or public places.

It is hardly necessary to say that education for election is particularly needed to stimulate political interest among women entitled to vote but indifferent to their rights and duties as citizens. The committee may arouse public opinion by accurate presentation of campaign issues and correct interpretation of the political parties and different candidates' attitudes. The committee should keep a list of Diet members and a score board to show voting records in the Diet. It should disseminate all related political information through pamphlets, posters, newspapers, radio, meetings, speeches and all publicity media available.

4. Influence legislation

In a democratic government, letters and wires from organizations and individuals are effective means of showing legislators that their constituents are watching the way they are fulfilling campaign promises. The Political Study Committee should show members how to recognize honest viewpoints and protest poor ones and to express their opinion through letters and telegrams to their respective candidates. These messages should be sent in the name of the Political Study Committee chairman and specifically state the name and

number of the bill supported or protested.

The Political Study Committee may also call for public hearings on proposed legislation and in certain instances might participate in the public hearing by sending well-informed representative to testify and express the organization's point of view.

5. Mobilize the community

To mobilize the community around a specific project, the Political Study Committee may organize a joint legislative council with representatives of civic organizations, business, labor, and professional men and women, all making their own individual contribution to a joint program in an important community project. Such councils are of great value in presenting a united front to the legislators.

6. Examples

Some legislative programs conducted by women's organizations in the United States are:

1. Improvement of educational opportunities for men and women.
2. Consumer protection laws (food, drugs, cosmetics, etc.)
3. Social Security
4. Housing
5. Public Health and Welfare
6. Child Labor
7. Equal pay for men and women

The Education Program

The Education Committee has a dual function; one to instruct the membership and the other to investigate and study means of raising the educational level of society by extending educational facilities to the greatest possible number of people. Such information may include many types of programs from broad subjects such as instruction on the reform of the educational system to detailed ones such as the study of the school curriculum in relation to local needs.

Formation

A chairman should be selected who is particularly interested in or well acquainted with the problems of education. A graduate of a normal school, a mother with several children of school age, a teacher or specialist in education would be a good choice. It would be desirable to have committee members with similar backgrounds. The initial group could be enlarged as the duties increased.

Activities

I. Education Programs to be conducted by the membership.

a. Courses

Since a democratic organization is ruled by the majority, the organization should help educate its members so that majority decisions will be fostered by clear thinking based on facts. As one way of discharging this responsibility, the organization might offer short courses for members. The specific courses selected may be

decided upon according to suggestions from members or recommendations from the committees. The time for the course should be arranged through the Program Committee and, depending upon subject matter, other committees might cooperate in providing lecturers and materials. The lecturers should include speakers from within the organization as well as guest speakers.

Instruction in "parliamentary procedure", the "discussion method", and public speaking may be helpful in developing new leaders and refreshing old ones on points of special interest. In giving such courses, an organization should not hesitate to charge a small fee to cover expenses. Instructors for such courses may be school teachers or gifted individuals interested in adult education.

b. "Go and See" projects

Trips to schools, museums and art exhibits might be sponsored by the committee. In cooperation with the Political Study Committee "Go and See" projects to such visible evidences of government as the Juvenile Court, jails, Diet meetings, meetings of prefectural and city assemblies, and welfare agencies might be provided. Other trips might include visits to agricultural experiment stations, local factories, silk mills, etc.

It is important to give members some preliminary knowledge before taking such trips, and after a trip has been finished, to provide an opportunity for them to report back to the membership on what they have seen. Such reports might, in fact, form the basis for a discussion in which all members might well ask questions and contribute information. The public speaking teacher in the course suggested above might well arrange such trips and then have the members of the class use the material as subject matter for speeches.

c. Reference materials

A list of reading materials for ready reference should be provided for those members who wish to pursue some special subject.

II. Study of School Education.

a. General Activities.

A study of schools and their objectives, with proper presentation of facts on educational programs in different communities may arouse interest in schools. The present school system and contemplated reforms might be studied and methods of instigating improvements worked out with the Political Study Committee. Both committees might cooperate in submitting recommendations to the authorities concerned in either the government or the school system.

Although the control of education may be centralized, with uniform basic requirements for local schools, the principal and teachers have considerable latitude within these rules. If a principal knows he has the backing of an organization he will be encouraged to submit requests for improvements to those in positions above his. The committee could then reinforce its backing by making its recommendations public. This could be effected through the Publicity Committee.

b. Arrange parent-teacher meetings.

Scheduling meetings between parents and teachers to discuss

mutual problems in relation to the student is one of the most important functions of the Educational Committee. Knowledge of what the school is trying to do for the child means that the home can cooperate in securing the same educational objectives. An appreciation of individual parent-child relationships will enable the teacher to treat each student with intelligent consideration. Some of the problems parents and teachers might discuss are:

1. The school curricula and new methods of teaching.
2. Development of part-time and night school for boys and girls who need to work. Student aid and scholarships might be obtained for worthy pupils seeking higher education.
3. Health protection for the child. Summer projects might be sponsored whereby all children would return to school with health defects remedied.
4. School lunches.
5. Teachers' salaries, pensions, election of school officials and sufficient allotment of funds to care for school needs might be brought to the attention of the appropriate committee.

c. Study of coeducation

Even as coeducation is introduced in some schools by the authorities, concerted efforts will be needed to bridge the gap between the advantages gained by men through previous educational privileges and the lack of development through imposed limitations among women. In the early stages of coeducation it is expected that various problems will arise concerning the curricula and free association of boys and girls. One of the most important functions of the Education Committee is to present pertinent facts for serious consideration of the membership in communities where the subject is under discussion. In some areas the membership may want to make serious studies and present these studies to the public in ways already outlined in the discussion of the work of other committees.

d. Study of higher education

To acquaint the public with the need for higher education for women it may be helpful to hold meetings and publish pamphlets on the educational status of women in other democratic countries. Thus far, vocational education at the higher levels has not been developed for Japanese women beyond certain narrow concepts. However, since it leads to better paying jobs, it is of vital factor in the economic independence of women. In this regard, studies need to be made regarding jobs available for women but necessitating preparation not now possible. The release of such factual data if supported by vigorous demand and concrete suggestions for remedying the situation might well open the desired doors.

e. Study of adult education

Because of revolutionary changes in the new Japan, the need for adult education has been intensified. To promote understanding between generations nurtured in different thought concepts it is necessary that all study the changes in the world and keep abreast of current events.

The Education Committee might well be a factor in encouraging the organization and development of practical adult education courses in the schools in local communities. Such courses should include

subjects of interest to both men and women and might range from current event courses and political science to instruction in simple home nursing techniques.

In considering such courses, the Education Committee might well promote the development in the schools of evening vocational courses for women to include book-keeping, abacus, stenography, typing, dress-making, foreign languages, etc., and incorporate in the program the development of an employment service.

f. Studies for young fathers and mothers

Modern educators say that the age-old concept "children can never understand" needs to be superseded by intelligent guidance so that children may learn to form their own judgment and express their own thoughts. In this regard, the Education Committee might sponsor round table talks concerning the child and his environment. Discussions by teachers, experts in child psychology, mothers and fathers would be helpful in this regard. Topics to be discussed might include, "The Child in a Changing Environment", "Discipline --- Good and Bad", "The Development of Self-Expression", "Initiative and Independence at an Early Age", "Encouraging Talent."

On the other hand, the Education Committee might cooperate with the Political Study Committee in studying the whole juvenile delinquency problem, make practical recommendations as to solutions, and undertake to see that such recommendations are realized insofar as possible.

g. References

As in the case of other committees, the Education Committee, too, should have a list of reference materials for those members who wish to pursue special subjects. The committee's equipment might well include copies of pertinent educational laws.

The Recreational Program

Recreation is defined as "refreshment of the mind after toil" and good recreation programs provide a wholesome outlet for the individual's need for play and his special skills or interests which cannot be expressed during the daily routine. Such programs teach cooperation and widen the social circle of the individual. Complete programs may be worked out with the Program Committee and these should stimulate interest, activate ideas and serve as a medium for the special aptitudes of members. In this way new, shy or timid members may be encouraged to be active participants in the work of the organization.

Formation

The chairman should be selected from among the members who like people and are genial, gay, enthusiastic, imaginative, resourceful and tactful. Other members of the committee should be selected with these requirements in mind. If possible, they should possess some special skills so they may head activities in line with their own specialization.

Activities

1. Mass

Mass activities teach group cooperation by offering many different people an opportunity to share a common experience.

They provide easy ways for shy, timid, inexperienced people to mingle withcrowdsor have fun with one or two friends. Because they are not beyond the understanding of any individual, mass activities are excellent recruiting devices. Excursions, thletic meetings, dance parties, etc. may be included.

II. Small Groups

Small groups make people feel at home and enable all to get acquainted. Every individual has an opportunity to participate and more people have a chance at leadership in small groups. Various outdoor sports, such as valley-ball,tennis, ping-pong, badminton, etc.

III. "Pick-up"

These activities which may be carried on at any time by the members themselves with ut the assistance of a leader are usually referred to as "pick-up" activities. These depen upon the equipment of the club and some popular features are games, arts and crafts, books, magazines, classical and popular records. If there are club rooms, such recreational activities may be available at all times.

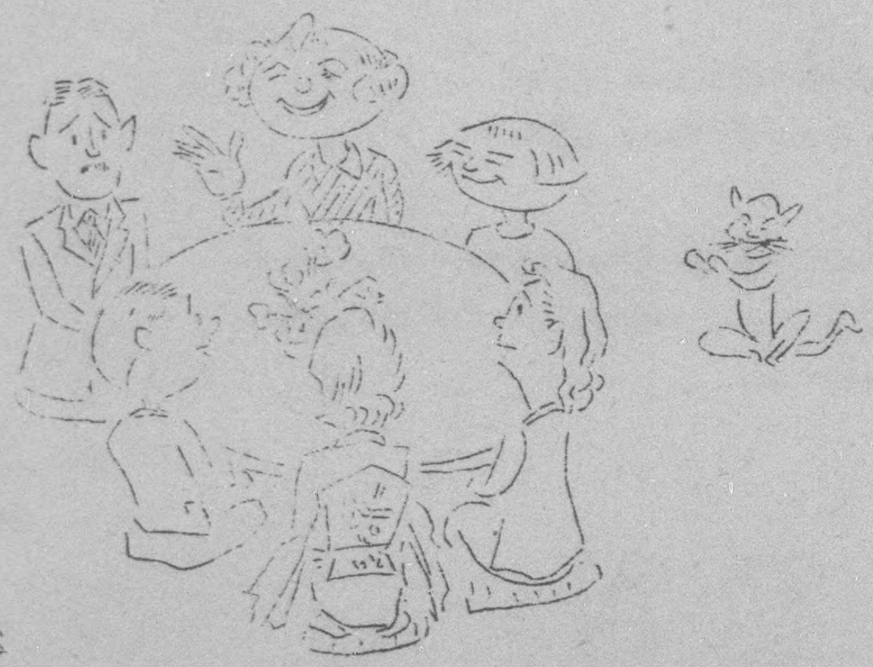
IV. Spectator activities (Entertainment)

Some members of an organization like to sit back and be entertained, therefore the Recreation Committee must include these preferences in their planning. Spectator activities consist of movies, lectures, quiz programs, talent shows, book reviews, etc. Such events not only help people relax but can be highly informative. They enable people to learn about their own and other countries and stimulate thought and interest for future activity.

C.E.OFFICER

あじゆる会及び講習会への暗示

なすべきこと



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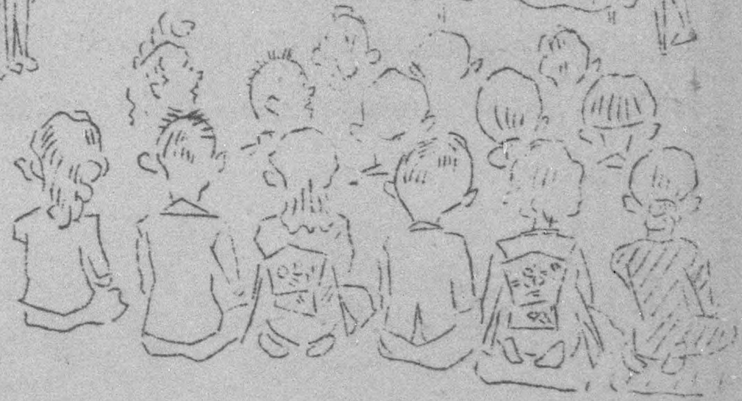
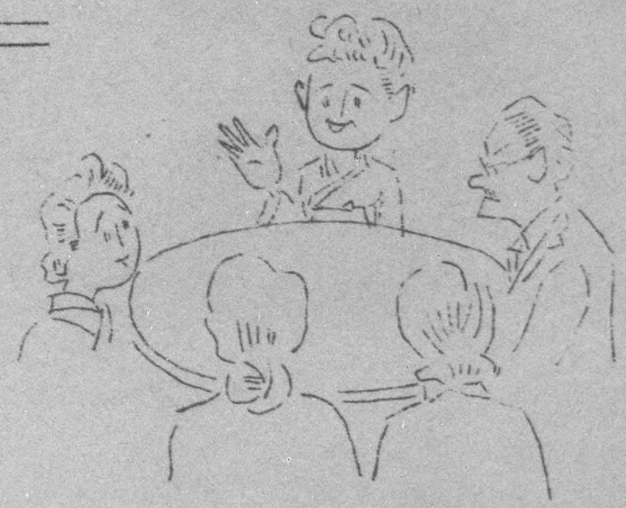


埼玉軍部幼育補官　フイリス　フーバー女史　編集

なすべきこと



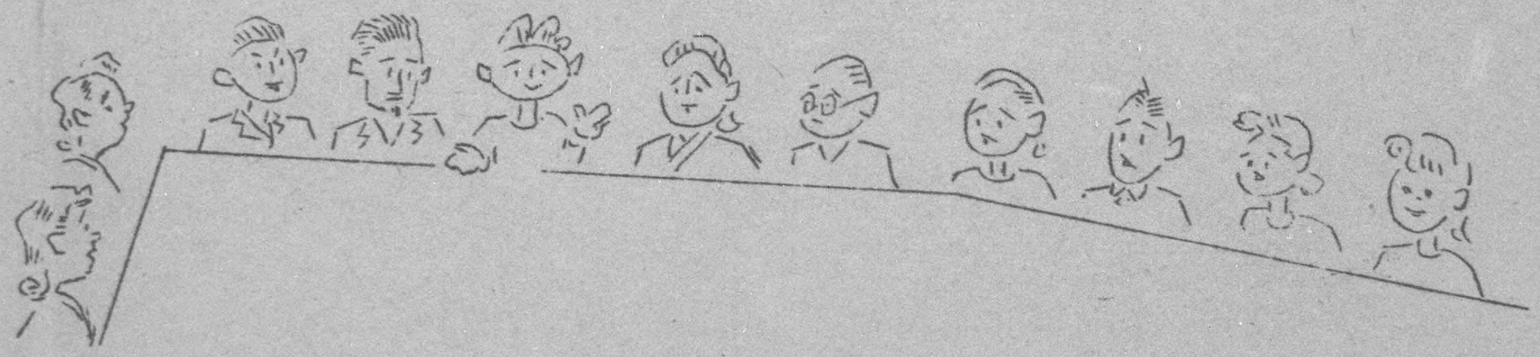
1．出來る限り座席は非公式の配置にする．

(イ)小人数のグループには円卓会議式の配置が理想的である．この配置は人々に同等の感をもたせ又参加者全部が互に顔を合す事が出來る．

(ロ)若し人数がやゝ多いグループの場合には三面に座席を配置するのがよいであろう　この配置は円卓式にも殆ど類似してゐる．

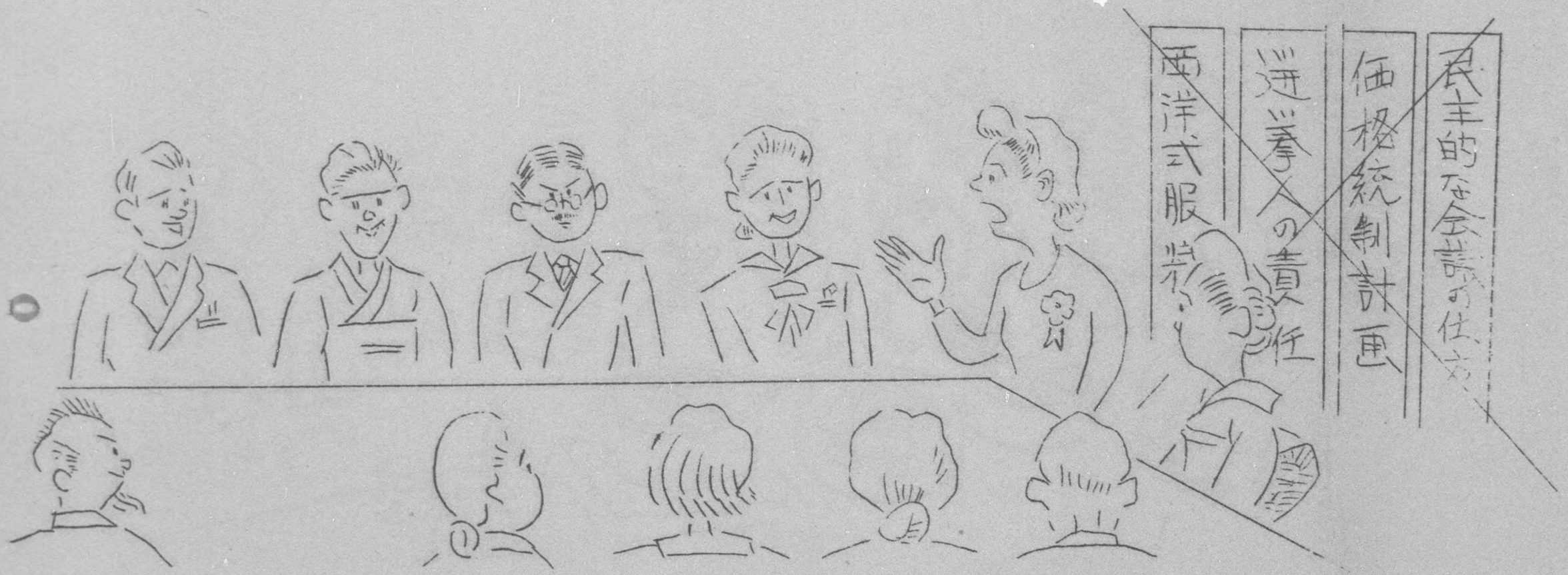
(ハ)一般的に言つて席は講演者と聽衆が同じ高さで近くより合つて配置されている場合にはよりうちとけた氣分になれるものである　そこで講演者は聽衆と同じ高さに座席を置くべきである．

2．司會者は只一人でよい　司會者はプログラムが途切れぬ様その進行を計らねばならぬが進行は出來るだけ手短かに行われるべきである．司會者からの講師についての短い紹介，講演後の二三の謝辞の言葉は長い退屈な説明よりはるかに效果のあるものである．



3．講演者としては出來るだけ當にその問題をよく知つており又その地方，その社會の一員であるその地方人を招くべきである．

4．プログラムは一つの課題を持つものとすべきである．多くの資料の中，小範圍を選びそれについては完全に説明しつくす様にしなければならない　會合を民主的にするにはどう言うか「價格統制計畫」「選擧人の責任」及び西洋式服裝等の全ての題を含むプログラムを立てずに，その一つを課題として選びそれを其の課題についての講演，討議，討論，視覺關係等あらゆる方法を用いて完全に發展させるがよいこの方法による參加者はその重要な問題につき聞くのみでなく學ぶ機會を得るのである．



5．プログラムは具体的なもので作る．

(イ)例えば講演者が如何にして向上させ得るかについて具体的指示をも与えずに人々に只向上せよ．という事を言つても何の価値もないのである．

(ロ)具体的指示は講演にて種々の考えが与えられるだけでなく必ず参考書を配布するとか印刷した資料又は参加者に見せる表や写真等を用うることによつて与えられる．尚出来上つた作品や実験等の展示も有効である．

6．講演は少くして充分，実習その他の活動を多くもつ会にする．

7．プログラムは出席者が参加出来る様なものを作る　常に「我々はやることにより学ぶ」と
いうことを記憶せねばならない

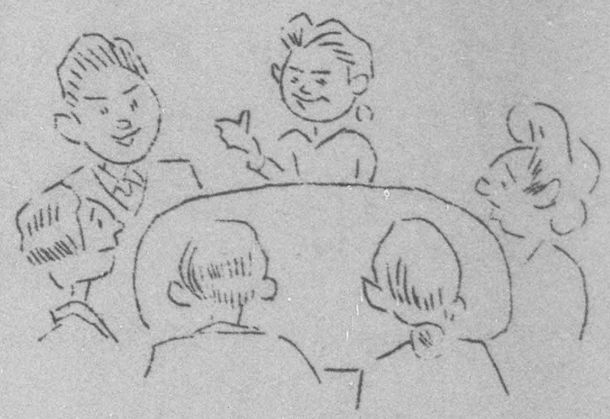
(イ)説得は予上の教授である　この方法は婦人の計画では効果，特に先生方
のプログラムにおては最も説得に又青年団においては作討論法の次に多
くの面にはいられる

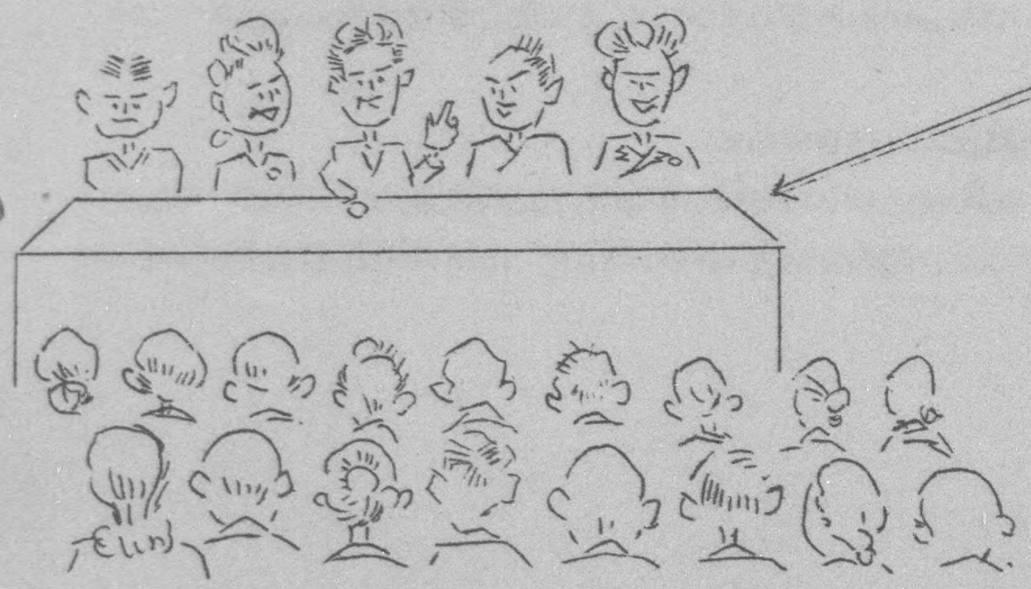
(ロ)討論も又別に重要で参加様式である　上陸に役立する為により出席者は提出さ
れた問題を徹底的に考えざるを得なくなる　討論法には種々ある

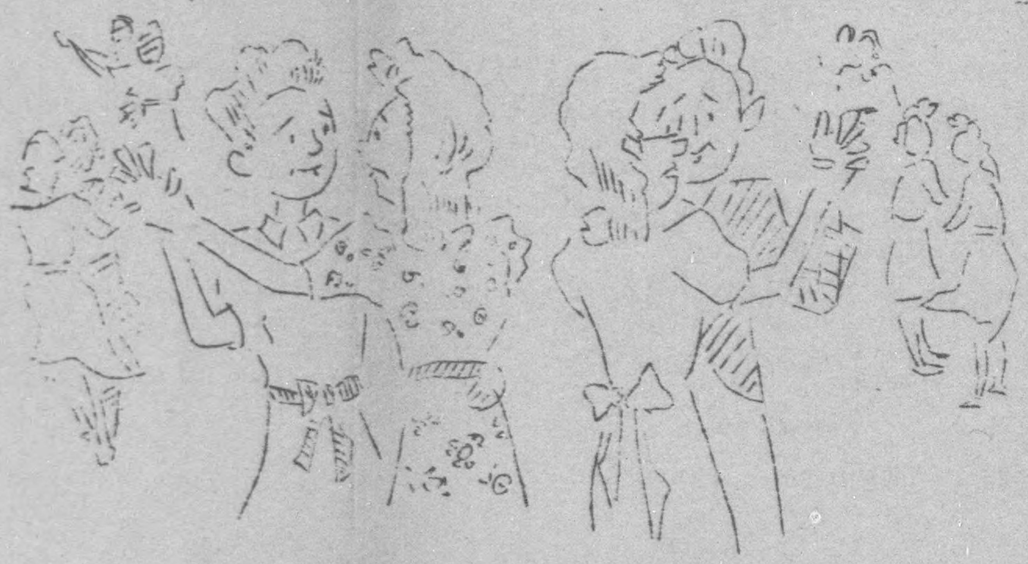
(1小グループには円卓式討論法

(2)二，三の代表がそれぞれの考えを提出し他の聴衆がそれを聞くという伝言式
討論法

(3)その会の出席者は誰でもそれぞれの意見を発表する事が出来る一般討論







8．あらゆるプログラムにその一部として娯楽及び休憩をもつくつろぎのあるプログラムによつて合がなされる時程でもよりよく学びより楽しみ得るものである．

イ，休憩は午前のプログラム中に一度，午後のプログラム中に一度設けるべきである．

(ロ)ダンス，歌，ゲームその他に娯楽は全聴衆が参加出来る様な性質のものであるべきである．之には参加する事によつて彼等は肉体的にも精神的にもくつろぎ彼等はグループとしての精神及び自分達もその中に属しているよと言う感じを得るのである．

すべきでないこと

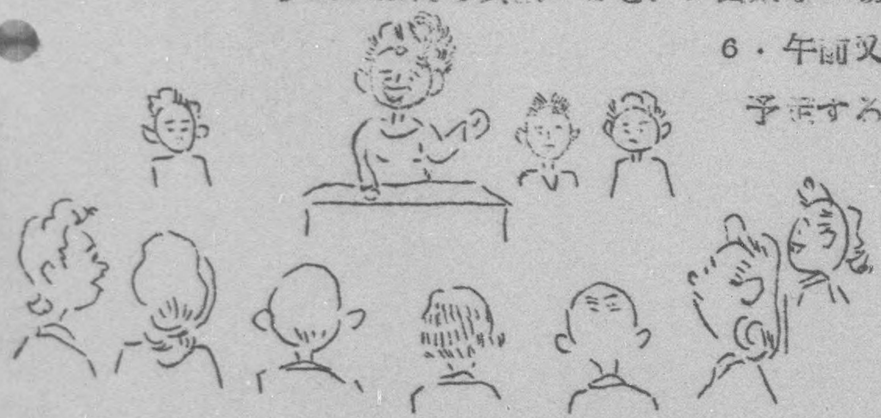
1．聴衆を真直ぐにならべた座席にすわらせること．

2．講師が壇上から聴衆を見下しながら話をすること．以上のことはそれ以外の座席の配置では聴衆が講師を見たり講師の言をきいたりしにくい為に眼のやむを得ずすることである．

3．「歓迎の辞」を述べてもらうために凡ゆる「おえら方」を招待すること．この様なことは形式的で儀式ばりすぎて聴衆を疲労させるからさけたい．

4．講師を全部壇上に座席させること．これはさけて聴衆と共に座席させるのがよい．聴衆の座席列の前に座席させて講演の番が来るまで待っていてもらうのが賢明であろう．

5．講師をたゞ重要な地位にある人だからと言って招くこと．往々にしてそうした講師は座席のプログラムには何ら貢献することが出来ない場合が多い．



6．午前又は午後どちらにしても講演を二つも三つも予定すること．このように盛り沢山なプログラムはさけたい．

women

F Women

MODEL CLUB BYLAWS

14

Objects:

To elevate the standards for women in business and in the professions.

To promote the interests of business and professional women.

To extend opportunities to business and professional women of the United States.

Art. I.

Name

The name of this club shall be ..... It shall be affiliated with The National Federation of Business and Professional Women's Clubs, Inc., and with the ..... State Federation of Busines and Professional Women's Clubs.

Art. II

Membership

1. Membership shall consist of business and professional women who are interested in the objects of the club. Seventy-five percent of the club membership shall be actively engaged in business or the professions.

2. Any member may propose a name for membership. Such name shall be submitted to the membership committee and reported by this comittee at a regular meeting of the club. A two-thirds vote shall elect

Art. III

Officers

1. The officers of this club shall be a President, a Vice-president a Recording Secretary, a Corresponding Secretary, and a Treasurer. Special Note: If the club so desires, the officers of the group may constitute an Executive Committee to come together on call by the President for the consideration of special matters in the interim between regular meetings of the club. In addition, some clubs have a Board of Directors, consisting of elected officers and standing committee chairmen.

Art. IV.

Duties of Officers

1. The President shall preside at all meetings of the club and of the Executive Committee (and Board of Directors if created.) She shall appoint the standing committee chairmen subject to the ratification of the Executive Committee. She shall be ex-officio member of all committees except the Nominating Committee. She shall read or have read to the club all communications from the State and National Federations which are of interest to the members. The President shall sign all orders upon the Treasurer for disbursement of funds, as directed by the club.

2. The Vice-President shall perform the duties of the President in her absence and shall act in an advisory capacity at all times. In case of death or resignation of the President she shall become President for the unexpired term.

3. The Recording Secretary shall keep a correct record of the proceedings of all meetings of the club and of the Executive

Jul 5

Committee. She shall keep a list of the names, addresses, and vocations of all members. She shall preserve in a permanent file all records and letters of value to the club and its officers, to be transferred to her successor at the close of her term of office.
4. The Corresponding Secretary shall conduct the correspondence of the club. She shall send to the President and Secretary of the State Federation and to the Executive Secretary of the National Federation the names and addresses of all officers immediately after their election. She shall send to the President and Secretary of the State Federation the names and addresses of all delegates and alternates elected or appointed by the club to the annual Convention of the State Federation. She shall send to the Executive Secretary of the National Federation the names and addresses of all delegates and alternates to the Biennial Convention of the National Federation, upon their election or appointment. She shall also report all changes as soon as made.
5. The Treasurer shall have charge of all monies of the club and shall report thereon when requested by the President. She shall pay all bills upon the written authorization of the President. She shall keep an itemized record in a permanent file of all receipts and expenditurex and give a written report of the same at frequent intervals. She shall pay to the Treasurer of the State Federation all mon due to the State and National Federation of Business and Professiona Women's Clubs, and as new members are admitted to the club she shall immediately forward their state and national dues to the State Treasurer. She shall turn over to her successor within ten days of vacati office, all books, records, and papers and take a listed receipt therefor.

Special Note: The club may wish to provide for auditing the books. If so, the Auditing Committee should be elected by the membership and consist of at least three members.

Art.V.
Committees
1. There shall be the following standing committees: Membership, Program Coordination, Education and Vocations, Health, International Relations, Public Affairs, Legislation, Finance, and News Service.
2. It shall be the function of the Membership Committee to consider each name proposed for membership in terms of maintaining the cross-section groups of occupations, viewpoints, and age, representative of the community, and then to report back to the club on each name with recommendations for acceptance or rejection. It shall further be the function of the Membership Committee to establish a working relationship with the Program Coordination Committee to consider member and potential member interests in relation to the program possibilities in the club and community.
3. It shall be the function of the Program Coordination Committee to work out a well-coordinated club program in harmony with club objectives and related to social, economic, and political needs of the community. The Program Coordination Committee is composed of a Program Coordination Chairman and the other standing

committee chairmen. If desired, two or more representatives from the club may be included. There should be at least three planning meetings a year, one of which should be in the summer for outlining club activities of the year.

4. It shall be the duty of the Education and Vocations Committee to assume leadership in the understanding and solution of problems related to work opportunities, sound personnel practices, education, counseling, training, and placement facilities. If legislative action is required, the assistance of the Legislation Committee should be enlisted.

5. It shall be the duty of the Health Committee to carry out programs and activities directed to the improvement and conservation of individual and public health. If legislative action is required, the assistance of the Legislation Committee should be enlisted.

6. It shall be the duty of the International Relations Committee to develop discussion programs, on international affairs, to stimulate club interest in foreign policy issues, and to foster mutual understanding among business and professional women of all countries. If legislative action is required, the assistance of the Legislation Committee should be enlisted.

7. It shall be the duty of the Public Affairs Committee to assume leadership in thinking on economic and social problems which are not primarily related to health, education and vocations, or international relations; to guide club participation in community life in order to help solve these problems. If legislative or administrative action is required, the assistance of the Legislation Committee should be enlisted.

8. It shall be the duty of the Legislation Committee to carry out the national and state legislative program. It shall stimulate interest and activity in local legislation. It shall cooperate with club committees whose programs may be implemented by legislative and governmental action.

9. It shall be the duty of the Finance Committee to prepare an annual budget for the club, to have general supervision of all expenditures, to assist the club in developing a sound financial policy. The Finance Chairman shall be a member ex officio, without vote, of all committees which disburse money.

10. It shall be the duty of the News Service Committee to interpret the club's program through every possible information channel, and to broaden the club's public contacts.

Suggestions for Committee Set-up:

Because of their location or size, some clubs may not want to include all nine standing committees. In such cases it is suggested that the program coordination, membership, and legislation committees be maintained and the corresponding secretary, or her assistant appointed for that purpose, be responsible for handling correspondence between the club and the remaining state and national standing committees.

As new needs arise and standing committees are appointed to carry out the club program, the state and national officers should be notified which committees are active and it should be noted in the club's annual report.

Some clubs combine committees and this is permissible.

Art. VI
Nominations and Elections
1. Officers shall be elected at the annual meeting. They shall assume their duties immediately following adjournment of the Annual Meeting at which they are elected. Election shall be by ballot.
2. At the regular meeting preceeding the Annual Meeting, the club shall elect a Nominating Committee of at least three members. This Committee shall present one or more nominees for each office at the annual meeting. Nominations also may be made from the floor.
3. Vacancies in office shall be filled for the unexpired term by the President with the approval of the Executive Committee.

Art. VII
Meetings
1. Regular meetings shall be held (semi-monthly or monthly) on the .... The time of the meetings may be changed by a two-thirds vote of the members present at the previous meeting.
2. Special meetings may be called by the President or by any five members, provided all members are notified of time, place, and purpose of such meeting. No matter shall be considered at a special meeting except that stated in the call.
3. One regular meeting of the year shall be designated as the Annual Meeting, at which time a summary of the year's activities shall be given and the election of officers held.

Art. VIII
Representation
1. Representation to State Convention -- see State Bylaws.
2. Local clubs in good standing which have less than 100 members shall be entitled to 1 delegate each to Biennial Conventions. A club whose membership has rea-ched 100 shall be entitled to two delegates. After the first hundred members the addition of each 200 members entitles a club to one additional delegate. Each delegate shall be entitled to an alternate.
Special Note: Bylaws should specify the procedure by which delegates and alternates to state and national conventions are appointed or elected.

Art. IX
Quorum
One-third of the members of this club shall constitute a quorum. (If the club has an Executive Committee or Board, a majority of the membership of same shall constitute a quorum.)

Art. X.
Dues
1. The annual dues shall be $ ...., payable in advance. The dues shall include $ ... dues for the State Federation and $2.00 dues for the National Federation, which dues include a subscription to INDEPENDENT WOMAN magazine. When dues are not paid to the State Treasurer before September 15, an additional 25¢ shall be sttached to National membership dues.

2. National dues shall be payable in advance or before the first day of July.
3. A member is in good standing only when local, state, and national dues are paid. Such member may resign from membership. Such member may be reinstated by a two-third's vote of the club.
4. The club will want to specify the dates for the beginning and end of their fiscal year.
5. This club shall send $1.00 annually to the State Treasurer, in the manner of dues, for financing the Biennial Convention.
Special Note: We suggest a section be added here on half-year dues. National dues for members admitted to membership between January 1 and July 1 shall be $1.00.

A delinquent member cannot renew to National by the payment of $1.00. for half-year.

Half-year dues on the state and local level would be in accordance with your state bylaws and the decision you make in the local club. December, 1944.

Art. XI
Amendments
1. These bylaws may be amended by a two-third's vote of the members present at any regular meeting, provided notice of the proposed amendment shall have been given at a previous meeting.
2. In accordance with the National Bylaws, "All proposed amendments to club bylaws shall be approved by the State President, State Membership Chairman, and State Recording Secretary, and the National Membership Chairman before adoption."

Art. XII
Parliamentary Procedure
Robert's Rules of Order Revised shall govern this club in all cases to which they are applicable and insofar as they are not inconsistent with these bylaws, the State bylaws, or the bylaws of The National Federation of Business and Professional Women's Clubs, Inc.

Honorary Memberships--
Election of any woman to honorary membership in the club obligates the club to pay state and national dues for such honorary member for life.

F583

League of Women Voters

婦人有權者同盟

目的

「婦人の政治教育は婦人の政治参加から」

アメリカの婦人有權者同盟はこのために活動してゐます。

この同盟はどの政党にも属してをりません。

「政策は支持するが 個々の候補者は支持しない」と云ふ事が同盟の有名な綱要になつてゐます。

活動

1. 「會員の友」といふ月刊雑誌を本部で発行して會員の一人一人にあてて各支部の活動状態を知らせたり、同盟の任務を説明したりしてゐます。

2. その時々に審議されてゐる法案、選擧、論爭されてゐる問題などは「ニュース便り」によつて會員に知らされます。

3. 或州で出てゐる「貴方の町」と云ふパンフレットは地方政治のやりかたを、わかりやすく説明して大変好評を博しましたので、他の州もみんなこの方法にならひました。

4. 同盟では立候補者に細かい質問表を送つてその人の学歴、職業や同盟が関心をもつてゐる問題についての方針、対策其の他を書入れてもらふやうにしてゐます。この結果は印刷されて公表されます。同盟が頒布してゐる資料は事実にもとづいてをり一党一派にかたよらないといふ定評をとつてゐます。

5. 選擧の年には同盟は「有權者の手引き」といふやさしいテキスト

を出版して誰が立候補するか、その人職は人々の生活にどんな関係があるか、その公職につく人の手当はどの位かなどという様な事柄を説明してあります。

6. 女学生や特に選挙に関心をもてる有権者の為に方々で「有権者講習会」を開催します。

7. 新らしく市民権を得た若い人々の為に、どうやって投票するかを示した小冊子を発行します。

8. 選挙の前には立会演説会をしばしば開催します。

9. 図書館、婦人未成者の労働時間、保健、住宅等についての現行法を改正しようとして闘ってあります。一九四一年には同盟が支持した二日近くの議案の内約四分の一が可決されましたが、又一日以上の議案に反対してその内半分が否決されました。

10. 同盟が主催して公開討論会を行ってあります。

構成

六万三千人の会員があってその人々が役員を選挙して同盟のために働くのに積極的に参加してあります。本部はワシントンにあります。三十五の州支部がありその中の最大のものは四千人の会員があります。五人から五百人位までの会員からなってある地方支部が五二五あり、二九の大学支部があります。

財政

會費と寄附金で賄はれてあります。同盟は会員の為ばかりでなく国家社会の為に仕事をしてあるのですから、各方面の寄附を受けてよいわけです。けれども寄附を受けた為に他の勢力に利用されるなどという事は戒められてあります。

EUROPE'S WOMEN STRIVE FOR NEW GOALS

CITE

They play a political role now and they are organizing to rebuild on the wreckage of war.

By DOROTHY D. CROOK
Formerly Women's Consultatn, European Division, OWI

In Europe today there is a rising tide of political interest in women and by women. Everywhere there is increasing activity on the part of women in tackling pressing social problems. Since VE-Day, I have seen and talked to women in almost half the countries of Europe, finding out what they are thinking and hoping, and, incidentally, what they want to know about American women.

World War II has provoundly affected the position of women in what is left of twentieth-century western civilization. In all countries, warring or occupied, victorious or defeated, the war thrust new responsibilities on women, gave them a new sence of their own worth and a new knowledge of the communities they live in.

One indication of women's new position is the emergence of women as a political force. This is true not only in the countries such as France and Italy where they have become voters, but also in countries such as Norway and Finland where they are gaining positions of party leadership. It is noteworthy also that the women who are becomming politically prominent all come from the left of center groups.

The problems women face with their new political power are to a large extent peculiarly women's problems - those of the family, housekeeping and the community.

There is first the question of the basic essentials; food, clothes, shelter and heat. For people died of hunger and cold by the thousand in Europe last winter; they lived in houses without any heat and they had gas enough for only one hot meal a week.

There is next the task of rewelding the family. In some cases husbands have been away for five years in prison camps while wives have led adventurous lives in resistance movements. This has produced the "moral crisis," which is discussed by intelligent people all over Europe. Actions that were patriotic and just by occupation standards are not the same in peacetime. Yet habits are hard to change, especially with the young.

Such immediate preoccupations have given women a new social conscience which most Europeans admit was quite unknown before. French women who formerly were occupied solely with fashion and "affairs of the heart" now say that everyone must contribute something to society. Belgian women, having risked their lives daily aiding Allied fliers or carrying messages for the Underground, cannot settle back into a simple routine of dusting and cooking. Dutch women say they can think of nothing but cleaning up the wreckage, because there is so much to do. Italian women, who never were supposed to know about social questions, now say that individual initiative is essential and that they must justify their existence by helping others.

"Women must take a more active part," one woman told. "They have human sympathy. Men fight foolishly over ideas, women come down to practical details.

FRANCE

Women's new interest in social action is evident in France, for women now have direct political power through the vote. In the last election, a surprisingly large proportion of women were elected to the Assembly, thirty-three in all constitution 10 per cent of the total. (This compares favorably with our own proportion of women in Congress which is slightly less than 2 per cent.) Equally indicative isthe political coloration of these women members. Of the thirty-three, all but one represent parties left of center; seventeen are Communists, six are Socialists, nine are members of the new Progressive Catholic party and one is a Conservative Republican Unionist.

This result is not surprising to anyone who has been in post-war France, as the big women's movements of the moment are all to the left of center and stem from the resistance groups.

(more)

The two largest and most important women's organizations in France are the FLN, made up predominantly of Socialist women, and the UFF, largely Communist inspired.

The FLN isthe women's branch of the Mouvement de la Liberation Nationale. They have many active local branches, each with a documantation center and a panel of speakers to help in the political education of women. They are extremely interested in problems of social welfare.

The other big women's organization, the much discussed UFF (Union des Femmes Francaises), has a large display window on the Champs-Elysees and stages mass rallies with bright lights and band music. They have a weekly paper called LaFemme, popularly written and sold on the newsstands, which is probably the leading women's paper today.

The UFF isthe guiding spirit of similar groupsin every country on the Continent from Italy to Norway. All these groups follow a similar pattern of organization and everywhere they are making effective propaganda. The members are not all Communist but they are all interested in direct political action to get things done now. They have a strong, progressive social welfare program and they are interested in winning for women greater social and economic rights.

The goals of the UFF and its affiliated groups in other countries are summed up by the charter which they have adopted. It is known as the "International Women's Charter" and voices the aspirations of many women all over Europe. It reads:

WE DEMAND

AS MOTHERS - The right to bring children into a world free from the fear of want and war; the provision by every Government of decent health services and houses fit to live in.

AS WORKERS - The right to enter all industries and professions; to receive equal pay for equal work and the same opportunities as men for training and promotion to all responsible positions; the ending of exploitation of women as cheap labor, and the improvement of working conditions.

AS CITIZENS - The right to equal status with men and full democratic expression; the opportunity to vote, to serve on committees, juries and public bodies, whether national or international.

Pre-war women's organizations are re-forming in France. They, too, are interested in political action. The great debate last summer which interested all these older groups was whether women should organize immediately along party lines, deviding up inot fragmentary party groups as Frenchmen have done for all the years of the Third Republic, or whether they should follow the American way of organizing into non-political opinion-forming groups where varying political viewpoints can be presented and possibly reconciled.

ITALY

The same interest in joint action predominates among Italian women, who are now either re-forming the older international organizations or joining the newer groups. The old pre-Fascist organizations are small in number but strong in democratic conviction. Their leaders who attended international assemblies in the years before fascism are familiar with democratic procedures in runing meetings and planning programs. Their questions about American organizations were extremely practical; to how officers are elected, to whom are they responsible, how opinions of a group formed, and by whom they are presented before Government authorities.

In Italy as in France, however, by far the largest and most heard-of groups are the semi-political ones connected with or inspired by the leading political parties - also mostly left of center. By far the most influential is the UDI (Unione dolle Donne Italiane), similar to and affiliated with the UFF in France. It has now, it is claimed, more than 250,000 members in north Italy alnoe. Its interests are social welfare, women's rights and education.

Antoher large group is made up of Socialist women who were leaders in the recent campaign for women'ssuffrage. Socialist women are also active in the Confederation of Labor which has set up a women's committee to obtain better working conditions for women and recognition of the equal pay for equal work principle.

The third large semi-political women's organization isthe Catholic Centro Italiano Feminile (Italian Women's Center) with four or five million members. Locally these groups are attached to the church and therefore have the support of the parish priests. The organization's main objective isthe moral and political education of women, but it is also interested in women's economic advancement and in assistanc to families. These Catholic women contend that the church from the time of St. Paul has preached the equality of "people" and thus does not oppose women's economic and political progress.

BELGIUM

In Belgium the question is debated whether women in politics would be dominated by church affiliations, and therefore vote according to church precepts, or whether they would be swept into the left parties which are actively seeking their votes. All political parties have pledged support of women's suffrage but no party has pushed it because of the hotly contested issue of the return if the monarchy. The anti-Leopold parties are afraid women will be influenced to vote with the conservatives for a return, but the conservatives are not quite sure.

SCANDINAVIA

In Scandinavian countries where for more than twenty-five years they have had political freedom, women are quietly resuming their role as part of the electorate. There are complaints in Denmark, Norway, Sweden, and Finland, as there are in this country, that women are not appointed to enough offices of influence in party or Government posts. The Communists are breaking away from this old tradition, however. In Norway the only woman member of the Cabinet is the leader of the Communist party. Likewise in Finland, the very important post of head of the Communist party is held by a women

GREAT BRITAIN

The growing importance of women in European politics is echoed in Great Britain. In the first post-war election, the number of women in Parliament almost doubled, jumping from thirteen to twenty-four. Of these, twenty-one are members of the Labor party - again left of center. Many are housewives who were put up in districts formerly solidly Conservative, as a reward for efficient war service and party loyalty, and were swept in with the Labor tide.

Behind these women in Parliament is a growing desire on the part of women themselves to continue their war-born participation in public affairs. During the war British women's organizations of all kinds banded together in a group known as the "Women's Group on Public Welfare," under the chairmanship of Margaret Bondfield. This group supported all types of war programs, and in addition studied intensively the slum conditions which the falling bombs revealed. They published their findings in a forthright book called "Our Towns." They are now planning a follow-up program to clean up the old slums and to prevent new ones from forming

Rural women are also becoming more vocal. Through the Women's Institute, which has more than a quarter of a million members, they are demanding rural electrification, running water in their homes and better rural schools. Other groups particularly want to retain wartime housekeeping aids, such as the 25-cent hot dinners, and the day nurseries for children of working mothers. Business and professional women are active in the "equal pay" campaign. And all women want better homes with more modern conveniences.

* * *

All the evidence seems to add up to the simple fact that women will be playing a much greater part in the public affairs of Europe in the future than they have in the past. Women have won most of the rights they have fought for, at least on paper - the right to vote, the right to hold public office.

 (more)

Now women want to use their new opportunities to clear up the wreckage of World War II and to try to prevent war from happening again. In the art of living together - neighbor with neighbor, group with group, country with country - women believe they can help because of their experience in human relationships within their own families.

END

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* THIS IS THE ANSWER *
A Symposium on Cooperation

CITED

The favorite indoor sport of prejudiced commentators on the activity of women in public affairs is to call attention in more or less acrimonious phrases to the many and varied women's organizations seemingly attempting to do the same thing; the implication being that of vain competition and lack of harmony.

That one Common Purpose inspires them all - a better world, a warless world, a faultless, effective, enduring Peace, justice to all mankind, unremitting support of our Democratic form of Government, inproved educational facilities, improved social conditions, recognition that there is no sex in citizenship, increased activity on behalf of advanced legislation - is a guarantee that overlapping efforts may prove to be an asset rather than any possible hindrance.

The variety of needs for specialized service in many fields accounts for the multiplicity of women's organizations.

Before American women lies the greatest task that women in any country have ever known. A world is to be Healed of its wounds by a nation that has comparatively noneof its own. The stabilization of governments will rest upon the acceptance of changes by those who live under them. Preparation for that acceptance and understanding will have to be carried from home to home. The greatest program ever conceived of shared friendships, shared opportunities, shared benefits, shared material support, shared faith and trust, must be supported by these millions of individual units of women under the direction of strong officials heading these many national groups.

There may be division, but there is no discord.

How Great is the Power?

Power rests not wholly in numbers. It is a matter of quality and activity, proof of which lies in the ability andwillingness of each individual member to function as an integer in the support of organization. policies.

The most recent example fo combined action of women's groups at a time of great public interest was the effective presentation of women's desire to see both political parties insert in their platforms approval of the Equal Rights Amendment. Representatives from women's groups spoke to the question before the Resolutions Committee. The presentation was able, sincere and dignified. That's where quality comes in. Another gratifying fact, is that any one organization would have done it whether another did or not. Such is the manifestation of independence of thought and action which keeps women together rather than apart.

The General Federation lends its aid with pleasure to furthering better acquaintance among organizations, through an invitation to the presidents of a small group of the larger societies to review their policies and objectives in these columns. There are many other organizations of equal importance.

This symposium is not for the purpose of testing power, rather it is to present the tremendous background upon which these over-powering world questions are flung. No preference whatsoever is indicated in the order of statements, nor emphasis upon number of members. It is from these centers that millions of women receive verified information and suggestions for its use. It is from these centers that the urge for individual political expression comes. Full participation in the privileges and responsibilities of citizenship is a common aim.

The American Association of University Women

The American Association of University Women is an educational organization with a membership of nearly 72,000 women who are graduates of colleges and universities of recognized standing. It functions through a national headquarters in Washington and local branches which, to the number of nine hundred, are organized in every state of the Union and in Alaska, Hawaii, Puerto Rico, China and the Philippines.

The Association was founded in 1882 for, in the words of its Charter, "practical educational work, for the collection and publication of statistical and other information concerning education and in general for the maintenance of high standards of education." In all the years since, the Association has worked steadily for these basic objectives, but it has always sought to meet the challenges of the evolving present with all the resources which the growth of educational opportunity for women has made possible. The present program may be summed up briefly as follows:

1. The establishment and maintenance of educational standards in universities and colleges.

2. A program of study in the fields of Education, International Relations, Social Studies, Economic and Legal Status of Women, and the Arts, with a wide variety of community activities growing out of that study.

3. Support of legislation and orther public action that will further the Association's objectives.

4. The extension of opportunity for trained women through graduate fellowships for gifted women scholars.

5. A research information service in secondary and collegiate education.

6. Cooperation with groups of university women in other countries in promoting international understanding.

This national program if the Association is carried out by the local branches with regard to local needs. Each branch is supposed to build a program of practical educational work that will embody the purposes of the national Association and, at the same time, meet the local situation.

Dr. Helen C. White,
President

The National League of Women Voters

The National League of Women Voters, with its 600 local Leagues and 35 state Leagues, welcomes as members all women who believe that, unless the people of a country have a sense of responsibility about their government, there can be no true democratic government. The job of the League, therefore, is two-fold:

1. To creat responsibility for government in as many individual citizens as possible;

2. To act, as an organization, on governmental measures in the public interest, in order to provide an opportunity for responsible participation of citizens in government, and in order to promote the general welfare.

Continuing responsibilities of the League include helping citizens to know how, when and where to vote; finding out the views of candidates for public office on matters of Government included in the League's program; publishing non-partisen facts about all candidates; helping citizens to follow the records of elected officials; simplifying and explaining complicated issues so that millions of citizens can make the choices a democratic system demands.

The program of the League of Women Voters is adopted by the delegates at the biennial national conventions. The Active list for this year, on which the League membership will concentrate most of its energy, includes such items as:

Curbing inflation.

Participation by the United States in plans and machinery for world-wide relief and rehabilitation, and for handling common economic, social and political problems.

Membership of the United States in a general international organization, eventually to include all peoples regardless of race, religion or political persuasion, for peaceful settlement of disputes with power to prevent or stop aggression.

Economic stability, whcih includes gradual demobilization of the industry, fullest use of our resources, a high level of employment and mutual responsibility of labor and management.

Anna Lord Strauss,
President.

National Federation of Business and Professional Women

The National Federation of Business and Professional Women's Clubs, Inc., was formed in St Louis, Missouri, in 1919 with the following objectives:

To elevate the standards of women in business and the professions;

To promote the interests of business and professional women;

To bring about spirit of cooperation among business and professional women in the United States;

To extend opportunities to business and professional women through education along industrial, scientific and vocational lines.

It is nonppartisan, non-sectarian, self governing and self-supporting.

It is the largest all-inclusive group of business and professional women in the world, having about 80,000 members in 1,662 clubs, well organized in every one of the forty-eight states, Hawaii and Alaska. Over 450 occupations are represented in the Federation.

Women today form about one-third of the total labor force, but approximately one-third of the women in this country are gainfully employed; to support themselves and their dependents most of these women will continue to work in the post-war period.

The Federation believes that opportunities for employment and compensation for comparable work should be available to all persons on the basis of merit regardless of sex.

Credit for much of the favorable legislation pertaining to women must be given this energetic and tireless group.

The new president, elected but a few weeks ago is Miss Margaret Hickey, Chairman of the Women's Advisory Committee to the War Manpower Commission, now living in St. Louis.

The Y.W.C.A.

The Young Women's Christian Association is an international movement, whose strength lies in the work which each of its branches does in its own country for its own young women and girls. Everywhere the work has its roots deep in the Christian faith, and includes in its program recreation, personal service, education and guidance.

The purpose of this work is to help each girl or woman achieve her full spiritual and physical potentiality as an individual, a citizen of her country, and a member of a world Christian fellowship.

In carrying out this purpose every local Y.W.C.A. in the United States has the unfailing support and encouragement of the National Board, which is the spearhead of the movement in this country. National Board headquarters are at 600 Lexington Avenue, New York 22, N. Y.

Specifically, the jop of the National Board is to recruit and train leaders for the local Y.W.C.A.'s, to stimulate and enrich local programs, to act as liaison between the individual Associations and other national and international organization, to represent the American branch in its dealings with ist sister Associations overseas, and to furnish them with trained American staff on request.

The YW.C.A. was at work in 53 countries of the world before the war, and the National Board has been in contact with Y.W.C.A.'s in 40 countries since the war began.

During this war, the Y.W.C.A., equipped with close to ninety years experience, has mershalled all its resources in the United States in service to young women -- 1020 community, college and university Associations, 150,000 volunteer leaders, 2,283 professional workers, in behalf of a constituency of more than 3,000,000 women and girls. The Y.W.C.A. also, as one of the six agencies in the United Service Organizations, directs nearly 250 U.S.O. operations.

Mrs. Henry A. Ingraham,
President

Junior Leagurs of America

The Association of Junior Leagues of America is an organization of 39m700 young women who hold membership in the 156 Leagurs in the United States, Canada, Mexico and Hawaii.

Since it was founded in 1901, the purpose of the Junior League has been to develop each member into an awakened citizen who is trained to deal with the civic and social problems of her community. The program is built on the principle of "preparation for intilligent citizenshop through volunteer service and education" with the emphaisi always pointing toward the growth of the individual member, not only in training her according to her talents and interests but in guiding her in the selection of the place in her community where she will give service. This volunteer service, which is a requirement of membership, enables her to receive first-hand practical knowledge as a means to the end of working to improve the city in which she lives. Her education begins with a required course which presents a view of all the elements that make up her city including its government, its industry and labor, its cultrual facilities, and its public and private agencies. The continuing program of education assists her to relate what she herself is doing to the problems of the city, and through her city to her country, and thereby to prepare herself for positions of responsibility and leadership in her community.

This aim of the Junior Leagurs has become increasingly valed today. In the future the organization will continue to train its young member's for citizenship; first by arousing in h r a sence of responsibility and enthusiasm to participate, and finally by a continuing program of education to give her an understanding of the social, economic and political problems that each of us will need in the post-war world if we are to exercise intelligently our rights as citizens.

Cecil Lester Jones,
President

National Congress of Parents and Teachers

The National Congress of Parents and Teachers is an orgainzation of 3,054,950 fathers, mothers, teachers, and other interested citizens enrolled in 28,000 parent-teacher associations in the forty-eight states, the District of Columbia, and Hawaii. The organization was founded by Alice McLellan Birney and Phoebe Apperson Hearst in Washington, D. C., on February 17, 1897. Its objectives are:

To promote the welfare of children and youth in home, school, church, and community.
To raise the standards of home life.
To secure adequate laws for the care and protection of children and youth.
To bring into closer relation the home and the school that parents and teachers may cooperate intilligently in the training of the child.
To develop between educatiors and the general public such united efforts as will secure for every child the highest advantages in physical, mental, social, and spiritual education.

The organization's program includes activities dealing with education in every sense of the word, health, home and fimily life, juvenile protection, parent education, international relations, etc. Projects of national scope include the Summer Round-Up, a program to insure that all children begin school free from remediable defects; the Traffic Safety Education Project, a national enterprise to reduce the accident toll; the School Lunch Program, which provides thousands of children all over the country with at least one nourishing meal every day; and the Radio Project, which provides a series of educational broadcasts each year for parents, teachers, citizens, and parent-teacher listening groups.

Publications include the National Parent-Teacher, official magazine of the organization; the National Congress Bulletin, a monthly news sheet issued to all parent-teacher leaders; Schools for Democracy; Community Life in a Democracy; and The Parent-Teacher Organization: Its Origins and Development.

Mrs. William A. Hastings,
President

Associated Women of the American Farm Bureau Federation

The Associated Women, and affiliate orgainzation fo the American Farm Bureau Federation, comprises a membership of nearly half a million farm women located in 44 states and Puetto Rico.

The aim of the American Farm Bureau Federation is to promote, protect and represent the business, economic, social and educational interests of the farmers of the Nation. In turn the purpose of the Associated Women is to assist in such phases of the program of the parent organization as are of interest to women, to promote Home Economics Extension Service, to cooperate with all groups who are promoting better rural life and to provide for representation of farm women in National Councils.

The Association has conducted 10 annual public speaking contests on such subjects as: Civic Responsibility; Schools; Health; World Peace; and Producer-Consumer Relations.

An active part has been taken in the international organization of the Associated Country Women of the World, and friendship and good will has been promoted between farm women of many nations through this medium. A nation-wide project was sponsored to send seeds to Britian, for three years, later including Russia, $10,000 has been collected for United China Relief, and a Red Cross Clubmobile purchased for service in the Mediterranean area.

An effort has been made to have every farm woman a registered and intelligent voter, and throughout the membership is found is found evidence of an aroused electorate.

Mrs. Chas. W. Sewell,
Adm. Director.

American Medical Women's Association, Inc.

The American Medical Women's Association, Inc., was organized in Chicago, Ill., in November 1915, by a small group of prominent women physicians, and was incorporated under the laws of New Youk State in February, 1924. Headquarters of the organization is at 50 West 50th Street, New York City. The official organ of the Association is a quarterly titled WOMEN IN MEDICINE.

The object of the Association is "to bring Medical women into association with each other for their mutual advantage, to encourage social and co-operative relations with in and without the profession, and to forward constructive movements, such as conducting relief work, engaging in public health work and such other and incidental purposes relating thereto, as may be properly endorsed by the Medical profession."

Among the main objectives of the current year's work the following two are now receiving special emphasis.

FIRST: we are endeavoring to safeguard the privileges now accorded women in accredited Medical Schools. There exists a lurking danger that in the possible changing conditions of the Medical profession, in some schools there might occur a reduction in the percentage number of women wtudent enrollments.

SECOND: we will strive to keep open the doors of accredited Hospitals to women for their adequate training as internes and residents.

And finally, the organization is actively interested in the Medical education of well qualified young women who desire to enter the profession, but who lack the required funds. To this end we have available a special fund for scholarships--in full or in part. Furthermore this year we are offering a Fellowship to one outstanding Pan-American woman in Medicine.

Alice Stone Woolley, M.D.
President

National Association of Women Lawyers

The object of the National Association of Women Lawyers is to promote the welfare and interests of women lawyers; to maintain the honor and integrity of the profession of the law; to aid in the enactment of legislation for the common good and in the administration of justice; and to do all things necessary to promote and to advance the purpose of the Association.

N.A.W.L is composed of only women lawyers who have beed admitted to the bar, and are members in good standing of such bar, in any State or Territory of the United States. It is the only existing medium for co-operative professional work of women lawyers on a national scale which is open to all women lawyers who qualify.

Whild the individual members of N.A.W.L are also members individually of their State and Local Bar Associations, and of the American Bar Association, our own association is the only one which has completely the woman's viewpoint and interest at heart.

The specific national project which we have undertaked this year is to have enacted a uniform birth certificete law in the forty-eight States. According to statistics, there wxists no official record of the birth of some 50,000,000 living, native-born residents of the United States, in spite of the fact that such a record is the best evidence of their most valuable right--citizenship in our country. Even today it is estimated that nearly 200,000 births go unrecorded every year. Millions of social security pay-

ments will demand accurate proof of birth; certificates are needed for civil service appointments, passports, officer candidates for service; and recipients of family veteran benefits will need them. Humane provisions are needed for the protection of the reputation and well being of illegitimate children and foundlings and to protect the birth records of a child born as the result of insemination.

It will be necessary to enlist the aid of each and every organization of women particularly in the accomplishment of this undertaking, but in view of the far-reaching aspects of the proposal, we believe such enlistment will not be difficult.

Daphne Robert,
President

National Women's Trade Union League of America

The National Women's Trade Union League of America, organized in 1903 is a Federation of Trade Unions with women members and a supplemenatary membership of persons accepting its platform and objectives. Its primary purpose function is to serve the interests of wage earning women and to inspire them with asense of respinsibility for the conditions under which they work.

The League develops Local and State branches and assists such groups in furthering the three fold program: Organization--Education--Legislation. Its broad educational program aims to develop leadership among women workers on locla and national levels and to meet as good citizens their daily problems; to disseminate industrial infromation and to interpret labor issues to the public. An effective infromation service is maintained through special release and through LIFE and LABOR BULLETIN, issued monthly. Local branches with guidance from the League's National Education Committee conduct classes on practical trade union parblems, Health and Recreation, the need for proper care of children and continued stimulation in International Relations.

Trade Union organization work is supplemented by securing appropriate Federal and State legislation for the workers economic and social good. The continued absorption of women into war industries during the past year has coused the League to concentrate on the problems incident to this trend. There is constant presure to pay women less than men for the same or comarable jobs. An intensive campaign is carried on to stimulate wage differentials and to stress the importance from the point of view of men workers, as well as women of establishing one rate for the job. Considerable clarification is necessary to insure an understanding of what is confronted in "equal pay for equal work." The absolute similarity of jobs performed by women requires special treatment.

Women are still looked upon as a reserve labor force when in reality they are an integral part of our great manopwer resources.

Elizabeth Christman,
Secretary-Treasurer.

END

This article is a copy from The General Federation CLUBWOMAN of September, 1944. It is complete and unabridged.

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Takamatsu

23 February 1950

Dear Col. Albergotti:

We hope you arrived safely in Tokyo and are well rested by now. The one thing I wanted to be sure to do when you were here was to say thank you for your Christmas card. Then I forgot! So I shall need to write you to say thank you for remembering me at Christmas.

I dug up the letter we wrote in 1948 asking for material. We received nothing after our request was acknowledged. I am enclosing the letter and list of material for your information. We would appreciate getting any of the material available.

Sincerely,

Carmen Johnson

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List of Material for Shikoku Military Government Region CE Section

September 1948

1. Laws, Ordinances, and Regulations

Labor Union Law
Labor Relations Adjustment Law
Labor Standards Law
Workmen's Accident Compensation Law
Unemployment Insurance Law
Employment Security Law
Law Establishing Labor Ministry
Constitution
Civil Code
Livelihood Protection Law
Child Welfare Law
Domestic Affairs Court Law
Standard Education Law
School Education Law
Juvenile Law
Reformatory Law
Health Insurance Law
Welfare Committee Ordinance
Public Health Nurse, Midwife and Nurse Ordinance
Local Government Law
Fundamental Law of Education
Consumers' Cooperative Bill
Local Autonomy Law
Trade Union and Labor Relations Adjustment Laws
Public Health Center Law
Agricultural Land Adjustment Law (revised)
Owner-farmer Establishment and Special Measures Law
Consumers' Cooperative Bill
Eugenic Protection Bill
Land Reform Law
Agricultural Cooperative Association Law
Daily Life Security Law

2. Mombusho booklets

"The Story of the New Constitution"
"PTA"
"Discussion Methods"

3. PE Series

Vol. 1, "On the Constitution"
Vol. 1, Chap. 4, "The New Educational System"
Vol. 1, Chap. 7, "People and Local Self Government"
Vol. 3, Chap. 5, "National Life and Public Health"
Vol. 4, "Revised Civil Code"
Vol. 4, Chap. 5, "Agricultural Districts and Laws"
Vol. 5, Chap. 4, "Labor and Laws"
Vol. 5, Chap. 6, "Agricultural Cooperative Association Law"

4. Women's and Minors' Bureau

"Livelihood Protection Law" pamphlet
"New Educational System"
"Women and Elections"
"Democratic Elections"
Kamishibai - "Women's Participation in Government"

5. Norinsho

"1-2-3 of Agricultural Cooperatives"
"A-B-C of Land Reform"
"Cooking Imported Foods"

6. Welfare Ministry

"How to Eat Soy Bean Flour and Corn Meal"
"What is the Child Welfare Law"

7. Japan League of Cooperative Unions

"Handbook on Consumer Co-ops."

8. Japan Social Work Association

"Guide to the Child Welfare Law"

9. New Japan's Women's League

"Women Voters"

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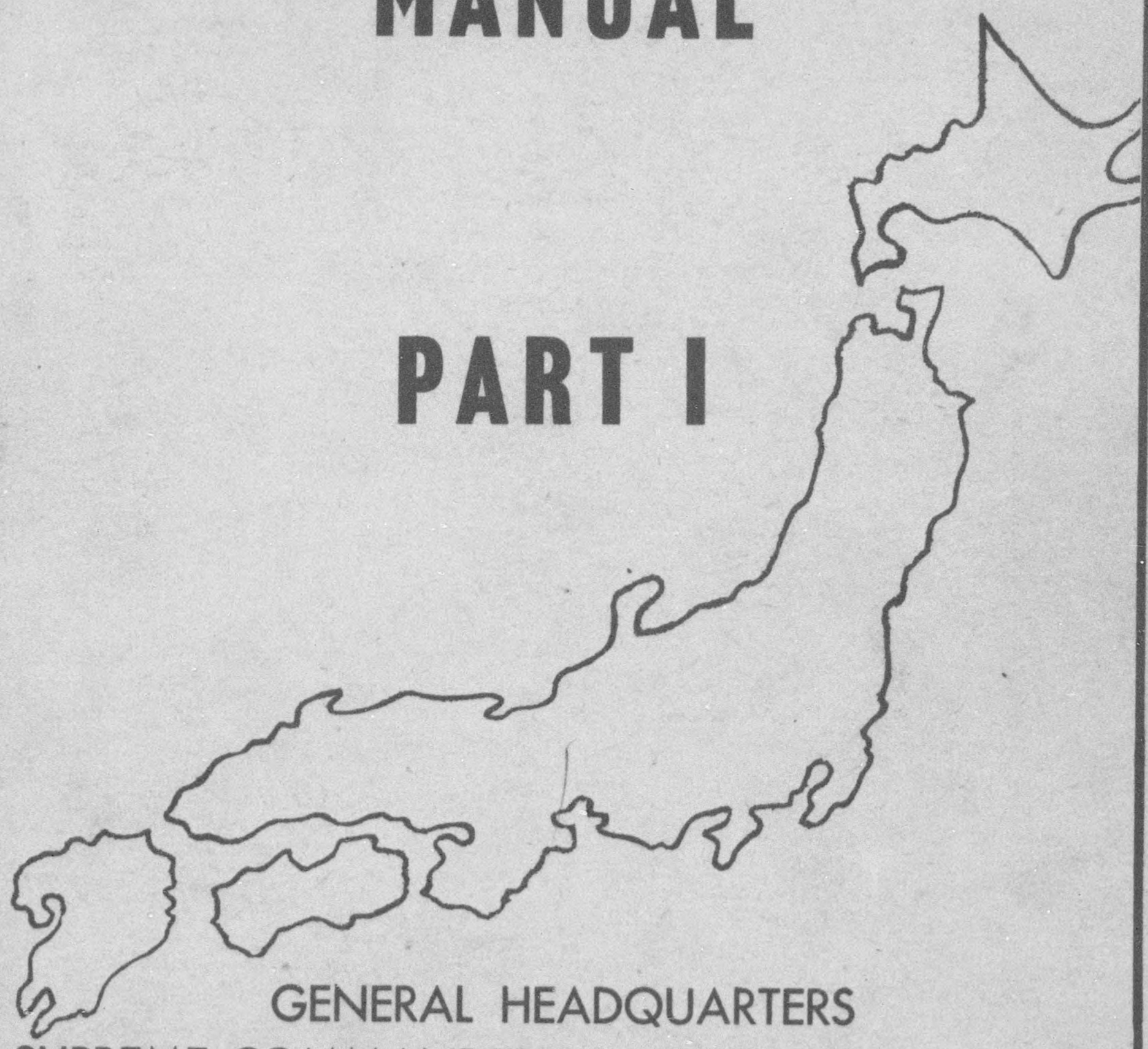
LABOR DIVISION MANUAL



PART I

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
ECONOMIC & SCIENTIFIC SECTION

TOKYO JAPAN

001-049
ORGANIZATION AND PURPOSE

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CORRECTION

THIS DOCUMENT

HAS BEEN REPHOTOGRAPHED

TO ASSURE LEGIBILITY

001-049
ORGANIZATION AND PURPOSE

LABOR DIVISION MANUAL

Part I	Policies and Procedures
001 - 049	Organization and Purpose of this Manual

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010 - 019 PURPOSE AND SCOPE OF THE MANUAL

The Labor Division Manual is the means by which the labor programs of GHQ, SCAP, are defined and the policies clarified for the benefit of SCAP Sections and Eighth Army Military Government.

011 The Manual should be regarded as technical material. Official instructions to the Commanding General, Eighth Army, are issued in the form of Command Letters. Headquarters, Eighth Army, then reissues these instructions in appropriate form. Copies of such letters are included, however, in this Manual for information purposes only and to show the development of policy.

012 The Manual is designed to integrate and correlate in an orderly system all policy and procedural communications of continuing effect in the GHQ, SCAP, labor programs. It includes not only statement of basic authority and policy, but of interpretations and extension of such authority and policy, and of the procedures used to carry them out.

013 While the Manual will be useful to all officials concerned directly or indirectly with labor matters, it is designed to be of special value to Military Government Labor Officers.

014 Communications of a transitory effect will be issued in other forms, such as the Messageform, letters, memoranda. Any material of a continuing nature, will, however, be incorporated into the Manual and issued as a part hereto.

020 - 029 ORGANIZATION AND STRUCTURE OF THE MANUAL

020 The Manual is divided into two basic parts: Part I, Policies and Procedures, and Part II, Japanese Laws and Regulations, Basic Documents. Each part is divided into sections, and each section into subsections and items.

021 The Table of Contents gives the content of parts, sections, and subsections. More detailed units will be observed in the text. Table of Contents will be revised from time to time, and new sheets issued when substantial revision is made. For individual changes in topics, each Manual holder should make revision of Table of Contents in ink.

Part I	Policies and Procedures
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022 Parts are designated by Roman numerals. The total numbering of the Manual is from 001 to 1000 for each part. Reference to the Manual must include the part number as well as the code number.

023 Sections of the Manual are indicated by groups of numbers. For example, the present section is 020 - 029. Subsections are indicated by a single number, such as 023 for this subsection.

023.01 Units are designated by three or four digit whole numbers followed by a decimal point and an additional number, which might be from 01 to 99. For example, 243.27.

023.02 Points within an item are preceded by the following designations, with appropriate indentations:

a.
1.
(a)
(1)

024 Pages issued subsequent to the original text of the Manual will bear the date of issuance, preceded by the letter "R", e.g., R 11/20/48. Each item on a revised page which has been changed is identified by an asterisk (*) immediately to the left of the item number.

025 Provision for expansion has been made by leaving frequent gaps in the numbers.

026 In the text of the Manual, cross references are usually covered by direct reference to the appropriate Part, section, subsection and item, or to a whole section or other unit.

030 - 039 USE AND MAINTENANCE OF THE MANUAL

030 Distribution of the Manual will be through memorandum within GHQ, SCAP, and through technical channels to Eighth Army Military Government and to Military Government Teams. With each new issuance of Manual material, a cover sheet will identify and explain the material and describe where it is to be placed within the Manual, what pages should be removed and destroyed, and what changes, if any, should be made in the Table of Contents.

031 It is important that all new material be placed in the Manual binder immediately upon receipt, in order to prevent loss of material, and to keep all material always at hand for easy reference.

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BASIC DIRECTIVES
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060 Far Eastern Commission Policy Decision "Principles for Japanese Trade Unions" dated 6 Dec 1946

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Part I — Policies and Procedures
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050 POTSDAM DECLARATION

The text of the three-power proclamation released in Berlin and issued July 26, 1945 through the Office of War Information follows:

(1) We - the President of the United States, the President of the National Government of the Republic of China, and the Prime Minister of Great Britain, representing the hundreds of millions of our countrymen -- have conferred and agreed that Japan shall be given an opportunity to end this war.

(2) The prodigious land, sea and air forces of the United States, the British Empire and of China, many times reinforced by their armies and air fleets from the west, are poised to strike the final blows upon Japan. This military power is sustained and inspired by the determination of all the Allied nations to prosecute the war against Japan until she ceases to resist.

(3) The result of the futile and senseless resistance to the might of the aroused free peoples of the world stands forth in awful clarity as an example to the people of Japan. The might that now converges upon Japan is immeasurably greater than that which, when applied to the resisting Nazis, necessarily laid waste to the lands, the industry and the method of life of the whole German people. The full application of our military power, backed by our resolve, will mean the inevitable and complete destruction of the Japanese armed forces and just as inevitably the utter devastation of the Japanese homeland.

(4) The time has come for Japan to decide whether she will continue to be controlled by those self-willed militaristic advisers whose unintelligent calculations have brought the empire of Japan to the threshold of annihilation, or whether she will follow the path of reason.

(5) Following are our terms. We will not deviate from them. There are no alternatives. We shall brook no delay.

(6) There must be eliminated for all time the authority and influence of those who have deceived and misled the people

050 POTSDAM DECLARATION (continued)

of Japan into embarking on a world conquest. We insist that a new order of peace, security and justice will be impossible until irresponsible militarism is driven from the world.

(7) Until such a new order is established and until there is convincing proof that Japan's warmaking power is destroyed, points in Japanese territory to be designated by the Allies shall be occupied to secure the achievement of the basic objectives we are here setting forth.

(8) The terms of the Cairo declaration shall be carried out and Japanese sovereignty shall be limited to the islands of Honshu, Hokkaido, Kyushu, Shikoku and such minor islands as we determine.

(9) The Japanese military forces, after being completely disarmed, shall be permitted to return to their homes with the opportunity to lead peaceful and productive lives.

(10) We do not intend that the Japanese shall be enslaved as a race or destroyed as a nation, but stern justice shall be meted out to all war criminals, including those who have visited cruelties upon our prisoners. The Japanese Government shall remove all obstacles to the revival and strengthening of democratic tendencies among the Japanese people. Freedom of speech, of religion and of thought, as well as respect for the fundamental human rights, shall be established.

(11) Japan shall be permitted to maintain such industries as will sustain her economy and permit the exaction of just reparations in kind, but not those which would enable her to rearm for war. To this end, access to, as distinguished from control of, raw materials shall be permitted. Eventual Japanese participation in world trade relations shall be permitted.

(12) The occupying forces of the Allies shall be withdrawn from Japan as soon as these objectives have been accomplished and there has been established, in accordance with the freely expressed will of the Japanese people, a peacefully inclined and responsible Government.

050 POTSDAM DECLARATION (continued)

(13) We call upon the Government of Japan to proclaim now the unconditional surrender of all Japanese armed forces, and to provide proper and adequate assurances of their good faith in such action. The alternative for Japan is prompt and utter destruction.

Part I — Policies and Procedures
050 - 099 — Basic Directives and Policy Statements

051

Extracts from Document Entitled U.S. INITIAL POST-SURRENDER POLICY FOR JAPAN

(Released to the Press by the White House, 22 September 1945)

(Note: The following statement of general initial policy relating to Japan after surrender was prepared jointly by the Department of State, the War Department, and the Navy Department and approved by the President on September 6. The document in substance was sent to General MacArthur by radio on August 29 and, after approval by the President, by messenger on September 6.)

Purpose of this Document

"This document is a statement of general initial policy relating to Japan after surrender. It has been approved by the President and distributed to the agencies for their guidance. It does not deal with all matters relating to the occupation of Japan requiring policy determinations. Such matters as are not included or are not fully covered herein have been or will be dealt with separately.

Part I - Ultimate Objectives

The ultimate objectives of the United States in regard to Japan, to which policies in the initial period must conform, are:

(a) To insure that Japan will not again become a menace to the United States or to the peace and security of the world.

(b) To bring about the eventual establishment of a peaceful and responsible government which will respect the right of other states and will support the objectives of the United States as reflected in the ideals and principles of the Charter of the United Nations. The United States desires that this government should conform as closely as may be to principles of democratic self-government but it is not the responsibility of the Allied Powers to impose upon Japan any form of government not

051 Part I - Ultimate Objectives (continued)

supported by the freely expressed will of the people.

These objectives will be achieved by the following principal means:

(a) Japan's sovereignty will be limited to the islands of Honshu, Hokkaido, Kyushu, Shikoku and such minor outlying islands as may be determined, in accordance with the Cairo Declaration and other agreements to which the United States is or may be a party.

(b) Japan will be completely disarmed and demilitarized. The authority of the militarists and the influence of militarism will be totally eliminated from her political, economic, and social life. Institutions expressive of the spirit of militarism and agression will be vigorously suppressed.

(c) The Japanese people shall be encouraged to develop a desire for individual liberties and respect for fundamental human rights, particularly the freedoms of religion, assembly, speech, and the press. They shall also be encouraged to form democratic and representative organizations.

(d) The Japanese people shall be afforded opportunity to develop for themselves an economy which will permit the peace-time requirements of the population to be met.

Part II - Allied Authority

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2. Relationship to Japanese Government

"****The policy is to use the existing form of government in Japan, not to support it. Changes in the form of government initiated by the Japanese people or government in the direction of modifying its feudal and authoritarian tendencies are to be permitted and favored. In the event that the effectuation of such changes involves the use of

051 Part II - Allied Authority (continued)

force by the Japanese people or government against persons opposed thereto, the Supreme Commander should intervene only where necessary to insure the security of his forces and the attainment of all other objectives of the occupation.****

Part III - Political

1. Disarmament and Demilitarization.

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"****Persons who have been active exponents of militarism and militant nationalism will be removed and excluded from public office and from any other position of public or substantial private responsibility. Ultranationalistic or militaristic social, political, professional and commercial societies and institutions will be dissolved and prohibited.

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3. Encouragement of Desire for Individual Liberties and Democratic Processes

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"The Japanese people shall be afforded opportunity and encouraged to become familiar with the history, institutions, culture, and the accomplishments of the United States and the other democracies.***

"Democratic political parties, with rights of assembly and public discussion shall be encouraged, subject to the necessity for maintaining the security of the occupying forces.****

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051 Part IV - Economic

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2. Promotion of Democratic Forces

"Encouragement shall be given and favor shown to the development of organizations in labor, industry, and agriculture, organized on a democratic basis. Policies shall be favored which permit a wide distribution of income and of the ownership of the means of production and trade.

"Those forms of economic activity, organization and leadership shall be favored that are deemed likely to strengthen the peaceful disposition of the Japanese people, and to make it difficult to command or direct economic activity in support of military ends. ****

* * * * * *

3. Resumption of Peaceful Economic Activity

"The policies of Japan have brought down upon the people great economic destruction and confronted them with the prospect of economic difficulty and suffering. The plight of Japan is the direct outcome of its own behavior, and the Allies will not undertake the burden of repairing the damage. It can be repaired only if the Japanese people renounce all military aims and apply themselves diligently and with single purpose to the ways of peaceful living. It will be necessary for them to undertake physical reconstruction, deeply to reform the nature and direction of their economic activities and institutions, and to find useful employment for their people along lines adapted to and devoted to peace. The Allies have no intention of imposing conditions which would prevent the accomplishment of these tasks in due time.****

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051 Part IV - Economic (continued)

"The Japanese authorities will be expected, and if necessary directed, to maintain, develop and enforce programs that serve the following purposes:

(a) To avoid acute economic distress.

(b) To assure just and impartial distribution of available supplies.

(c) To meet the requirements for reparations deliveries agreed upon by the Allied Governments.

(d) To facilitate the restoration of Japanese economy so that the reasonable peaceful requirements of the population can be satisfied.***"

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052

GENERAL HEADQUARTERS
UNITED STATES ARMY FORCES, PACIFIC
PUBLIC RELATIONS OFFICE

PRESS RELEASE: 1800
11 October 1945

GENERAL MACARTHUR EXPRESSES VIEWS TO NEW PRIME MINISTER

When the new Prime Minister, Baron Shidehara, called on General MacArthur at General Headquarters today, the Supreme Commander expressed to him, among other things, the following views:

"In the achievement of the Potsdam Declaration, the traditional social order under which the Japanese people for centuries have been subjugated will be corrected. This will unquestionably involve a liberalization of the Constitution.

"The people must be freed from all forms of governmental secret inquisition into their daily lives which holds their minds in virtual slavery and from all forms of control which seek to suppress freedom of thought, freedom of speech, or freedom of religion. Regimentation of the masses under the guise of claim of efficiency, under whatever name of government it may be made, must cease.

"In the implementation of these requirements and to accomplish the purposes thereby intended, I expect you to institute the following reform in the social order of Japan as readily as they can be assimilated:

"1. The emancipation of the women of Japan through their enfranchisement--that, being members of the body politic, they may bring to Japan a new concept of government directly subservient to the well being of the home.

"2. The encouragement of the unionization of labor--that it may be clothed with such dignity as will permit it an influential voice in safeguarding the working men from exploitation and abuse and raising his living standard to a higher level; with the institution of such measures as may be necessary to correct the evils which now exist in child labor practices.

052 PRESS RELEASE: GENERAL MACARTHUR EXPRESSES VIEWS TO NEW PRIME MINISTER (continued)

"3. The opening of the schools to more liberal education -- that the people may shape their future progress from factual knowledge and benefit from an understanding of a system under which government becomes the servant rather than the master of the people.

"4. The abolition of systems which through secret inquisition and abuse have held the people in constant fear -- substitution there - for a system of justice designed to afford the people protection against despotic, arbitrary and unjust methods.

"5. The democratization of Japanese economic institutions to the end that monopolistic industrial controls be revised through the development of methods which tend to insure a wide distribution of income and ownership of the means of production and trade."

In the immediate administrative field the General stressed the necessity for vigorous and prompt action on the part of the Government with reference to housing, feeding and clothing of the population.

053

GENERAL HEADQUARTERS
FAR EAST COMMAND
Public Information Office

Immediate Release: 23 July 1948

The Prime Minister having requested authority to release to the Japanese Press a letter from the Supreme Commander dated July 22, the same is quoted hereunder for the convenience of the entire Press Corps:

"Tokyo, Japan.
July 22, 1948.

"Dear Mr. Prime Minister:

"I have reviewed the conclusions drawn from the joint studies conducted between representatives of your government and this headquarters into the adequacy of the National Public Service Law as a solution to the problems now existing with respect to the Public Service of Japan. I am in general accord with these conclusions as to existing inadequacies which must be corrected.

"It was the purpose of the National Public Service Law to provide for the installation of a democratic and efficient public service in the government of Japan. The plan envisioned a modern type personnel system which recruits public employees from the entire public by competitive test and promotes them on the basis of merit, providing scientific supervision over their classification, compensation, training, evaluation, health, safety, welfare, recreation and retirement. The system provides a grievance procedure for employees and assures them fair and equitable treatment in administration. Enforced by a quasi-judicial administrative authority and supplemented by emergency provisions aimed at immediate reform where urgency demands it, it constitutes a constructive program for dealing with the hazards which old bureaucratic practices present to the success of democracy in Japan.

"The pattern of personnel administration as here inaugurated views the entire people as exercising sovereignty and control over the employees of government through the

053 GHQ, FEC, PIO, IMMEDIATE RELEASE, DATED 23 JULY 1948. (continued)

National Diet which, functioning through a National Public Service Authority, applies principles of scientific personnel management and standardizes the public service, its recruitment, compensation, discipline, benefits and other factors incident to employment. Such a system in accordance with democratic concepts, is designed to regard the faithful administration of the law and the efficient conduct of the government's business as a prime duty without yielding to the pressure of politics or privilege.

"The studies, now completed, of various laws relating to this subject matter, reveal omissions to deal adequately with the situation. They fail to afford positive safeguards against minority pressure upon the authority and integrity of government and they fail to apply the law to many classifications of governmental employees who clearly are entitled to civil service benefits and protection and subject to its restrictions. Throughout there is a noticeable failure to distinguish between employee relationships in government and labor relations in private enterprise.

"The rapid and unprecedented gains labor has made in Japan during the Occupation attest my own awareness of the vital importance of trade unionism in modern life and of the historical significance of the trade union movement throughout the world in correcting many of the abuses associated with modern industrial economy. In government, however, this movement has but limited application and cannot substitute for or challenge duly constituted executive, judicial and legislative agencies exercising the sovereign power.

"At the start of the industrial era, the tendency existed to treat labor as a commodity, without voice in the price to be paid or the conditions of its employment. As the technology of mass production developed, however, workers had a better opportunity to organize for their mutual benefit and through long and arduous struggle

053 GHQ, FEC, PIO, IMMEDIATE RELEASE, DATED 23 JULY 1948. (continued)

secured the economic power of bargaining collectively through representatives of their own choice for an improved standard of life, a betterment in working conditions and some degree of social security. This right of association with its inherent power of compulsion has progressively developed in the trade union movement an economic power which has brought to bear an increasingly potent ihfluence upon industrial economy. Such influence in democratic society has in turn been translated into political power through the support it has given to political parties, but it would be violative of the democratic concept for the trade union movement to usurp the function of the duly elected representatives of the people as a whole by superimposing union judgement upon legislation and administration.

"It is true that in all industrialized countries specific pressure groups exist, representing not only the interests of labor but also those of business, finance, agriculture, and the professions. Although such pressure groups contend for power and influence in a democracy, they are transcended by the fundamental concept of national unity. The "public" is not considered merely the residual members of the community who do not belong to such specific pressure groups, but consists of all the people and the "public interest" is synonymous with the general welfare.

"The significance of this concept is as well understood in Japan as in any western democracy. The Constitution of Japan itself recognizes the "unity of the people" and the "will of the people with whom resides sovereign power"; the Constitution itself affirms the principle that "the freedoms and rights guaranteed to the people by this Constitution shall be maintained by the constant endeavor of the people" who, "shall always be responsible for utilizing them for the public welfare"; and the Constitution itself envisages a National Diet as "the highest organ of state power" which shall be "representative of all the people".

053 GHQ, FEC, PIO, IMMEDIATE RELEASE, DATED 23 JULY 1948. (continued)

"If this fundamental concept of the Constitution declaring the unity of the people and the supremacy of the public interest is to be preserved inviolate, no part of the power of government can be delegated to or usurped by any private group whatsoever. Were the contrary true the "responsible government" for Japan contemplated by the Potsdam Declaration and created by the Constitution, could not exist. For it is axiomatic that a government which abdicates its sovereign power is no longer responsible.

"By its very nature, as a private entity the labor union does not possess the attributes of government. Wherever it has flourished, the strength of free trade unionism has always sprung from its independence of government and its freedom from domination by government in the pursuit of its lawful and legitimate objectives.

"Having experienced the suppression which was an attribute of totalitarian Japan, Japanese labor since the Occupation has in general understood this principle and chosen the path of free trade unionism, eschewing those reckless policies the inevitable effect of which would be to provoke severe repressive measures in safeguard of the general welfare. It has recognized that free workers in free private enterprise cannot exercise sovereign power except in their capacity as free men at free elections. Indeed, because it upholds the dignity of the individual and of his labor, free trade unionism in the pursuit of labor's legitimate objectives constitutes one of the strongest bulwarks of democracy.

"There is, however, a sharp distinction between those who have dedicated their energies to the public service and those engaged in private enterprise. The former are the very instruments used for the exercise by government of the people's sovereign power, and as such owe unconditional allegiance to the public trust imposed by virtue of their employment. For upon them rests, in the words of the late President of the United States, Franklin D. Roosevelt, a foremost exponent of the rights of labor,

053 GHQ, FEC, PIO, IMMEDIATE RELEASE, DATED 23 JULY 1948. (continued)

"the obligation to serve the whole people, whose interests and welfare require orderliness and continuity in the conduct of Government activities. This obligation is paramount. Since their own services have to do with the functioning of the government, a strike of public employees manifests nothing less than an intent on their part to prevent or obstruct the operations of government until their demands are satisfied. Such action, looking toward the paralysis of government by those who have sworn to support it, is unthinkable and intolerable."

"I am in full accord with this view. No person holding a position by appointment or employment in the public service of Japan or in any instrumentality thereof should resort to strike or engage in delaying or other dispute tactics which tend to impair the efficiency of governmental operations. I feel that any person, holding such a position, who resorts to such action against the public of Japan thereby betrays the public trust reposed in him and forfeits all rights and privileges accruing to him by virtue of his employment. For as President Roosevelt further stated, "all government employees should realize that the process of collective bargaining, as usually understood, cannot be transplanted into the public service. It has its distinct and insurmountable limitations when applied to public personnel management. The very nature and purposes of government make it impossible for administrative officials to represent fully or to bind the employer in mutual discussions with government employee organizations. The employer is the whole people, who speak by means of laws enacted by their representatives of Congress. Accordingly, administrative officials and employees alike are governed and guided, and in many instances restricted, by laws which establish policies, procedures, or rules in personnel matters."

"It must be clearly understood, however, that this concept does not mean that public servants are deprived of the untrammelled right individually or collectively, personally or by chosen representatives, freely to express

053 GHQ, FEC, PIO, IMMEDIATE RELEASE, DATED 23 JULY 1948. (continued)

their views, opinions or grievances for the purpose of seeking a betterment of their conditions of public employment. Such rights are inherent in a democratic society and inalienable and I believe are adequately provided for in the proposed revision of existing law. Moreover, the special restrictions which protection of the national interest impose upon the employees of government make it at all times incumbent upon government to provide adequate safeguards to the welfare and interests of such employees. Indeed, so completely is this concept understood and followed in democratic society that the opportunity for public service with the added dignity, prestige and permanence of such a status, is universally regarded and sought as a desirable privilege.

"So far as the railways, salt, camphor, and tobbaco activities presently under government ownership are concerned, I believe that employees thereof might well be excepted from the regular civil service. In this event, however, public corporations should be established by appropriate action to manage and operate these activities. Proper provision should be made for standards, policies, and procedures of employment and while substituting mediation and arbitration measures for the protection accorded others under the civil service, safeguards should be provided to the public interest against any interruption of operations resulting from failure of employees faithfully to discharge their responsibilities of employment. Moreover, in the interest of efficiency, I believe that a complete reorganization of the Ministry of Communications is desirable, with the separation of the postal services of the government from the other functions of that Ministry and the establishment of two Cabinet agencies in lieu thereof.

"The National Public Service Law was initially conceived in recognition of the fact that a complete reform of the Japanese bureaucracy is essential to the success of democratic institutions in Japan, as such institutions, whether

053 GHQ, FEC, PIO, IMMEDIATE RELEASE, DATED 23 JULY 1948. (continued)

political, economic or social, will inevitably find strength or weakness in direct proportion to the efficiency of the governmental services and the vigorous leadership which government, as organized to safeguard the public interest and advance the general welfare, is capable of extending to the sovereign people from whom its powers are derived. The success of this reform is accordingly no less a primary objective of the Occupation than it is a prerequisite to the future well-being of the people of Japan.

"In the solution of this problem the paramountcy of the public interest is therefore of foremost consideration and corollary thereto is the need that safeguards be erected to insure that the lawful authority of the government as the political instrument to enforce the people's will as expressed in the body of public law be only challengeable at the polls as provided under well established democratic practice. To hold otherwise would be to subvert the public interest by rendering government subservient to a primacy of the special privilege of minority groups, a condition which inevitably leads to anarchy, insurrection and destruction. This is a rule fundamental to the very existence of a democratic society and yet its enforcement in the great western democracies has only recently necessitated the full application of the police power of the State involving the employment of the armed forces as well as the civil police. In Japan, where the maintenance of armed forces is renounced by constitutional mandate, such application of police power can, however, only be supported by the civil police. This renders it all the more necessary here than elsewhere that the law carefully define and make unmistakably clear the authority of government and provision for the firm preservation of its integrity and dignity.

"It is to this end that I feel that a comprehensive revision of the National Public Service Law to bring the

053 GHQ, FEC, PIO, IMMEDIATE RELEASE, DATED 23 JULY 1948. (continued)

same within the framework of the concepts herein discussed should be undertaken immediately. To assist you in this matter this headquarters will continue to be available for advice and consultation.

Sincerely yours,

(Signed) Douglas MacArthur

DOUGLAS MacARTHUR

The Prime Minister of Japan,
Tokyo, Japan."

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Part I Policies and Procedures
050 - 099 Basic Directives and Policy Statements

060 - 069 FAR EASTERN COMMISSION POLICY DECISIONS

060

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

Far Eastern Commission Policy Decision
(made on 6 Dec 46)
on

PRINCIPLES FOR JAPANESE TRADE UNIONS

(announced 24 December, thru CI&E press release)

1. Japanese workers should be encouraged to form themselves into trade unions for the purpose of preserving and improving conditions of work, participating in industrial negotiations to this end, and otherwise assisting the legitimate trade union interests of workers, including organized participation in building up a peaceful and democratic Japan.

2. The right of trade unions and their members to organize for these purposes should be assured and protected by law. Freedom of workers to join trade unions should be provided for by law. All laws and regulations preventing trade unions achieving these objectives should be immediately abrogated. Employers should be forbidden to refuse employment to, or discriminate against, a worker because he is a member of a trade union.

3. Trade unions should have the right of free assembly, speech and the press, and access to broadcasting facilities on a non-discriminatory basis, provided only that such assembly, speech, or writing does not directly interfere with the interests of the occupation.

4. Trade unions should be encouraged to negotiate with employers on behalf of their members regarding terms and conditions of employment. The Japanese Government should establish mediation and arbitration machinery for dealing with industrial disputes that cannot be settled by direct and voluntary negotiation between the worker or his representative and the employer. The mediation and arbitration machinery should operate under conditions assuring the

060 PRINCIPLES FOR JAPANESE TRADE UNIONS (continued)

protection of the interests of the workers, and if employers are represented on the machinery, trade unions should be given equal representation.

5. Strikes and other work stoppages should be prohibited only when the occupation authorities consider that such stoppages would directly prejudice the objectives or needs of the occupation.

6. Trade unions should be allowed to take part in political activities and to support political parties.

7. Encouragement should be given to organized participation by trade unions and their officials in the democratization process in Japan and in measures taken to achieve the objectives of the occupation, such as the elimination of militaristic and monopolistic practices. But such participation should not be encouraged in such a way as to hinder the achievement of the principal obligation and responsibility on the unions and their officials to organize for the protection of union members and union interests.

8. Trade unions should be encouraged to promote adult education and an understanding of democratic processes and of trade union practices and aims among their members. The Japanese Government should as far as possible assist trade union officials in obtaining information on trade union activities in other countries. These objectives should be given due weight when allocations of paper supplies and imports of foreign publications are made.

9. The Japanese should be free to choose the form of organization of their unions, whether on a craft, industry, company, factory or territorial basis. Emphasis should be placed on the importance of a solid local basis for future trade union activity in Japan. However, unions should be allowed to form federations or other groupings, for example, in the same area or in related industries or on a nation-wide basis.

10. The formation of trade unions should be a process of democratic self-expression and initiative, proceeding

060 PRINCIPLES FOR JAPANESE TRADE UNIONS (continued)

from the workers themselves. Employers should not be allowed to take part in the organization or conduct of unions or to finance them.

11. Trade union officials and standing committees should be elected by the workers concerned by secret ballot and democratic methods. It should be the responsibility of the unions to ensure that all officials have been democratically elected at regular stated intervals and that all their activities are democratically conducted.

12. No person who is subject to the purge directive of 4 January 1946, or to subsequent purge directives, should be allowed to hold office in a trade union. All persons who were directly connected in the past in a responsible capacity with the obstruction or repression of trade union organization or activity should be prohibited from employment as union officials, in labor agencies or as mediators, conciliators, or arbitrators. All persons who held office in government-sponsored or controlled trade unions should be subject to screening before being allowed to take office again.

13. Japanese Government and other agencies which were set up or functioned for the purpose of obstructing or in such way as to obstruct free labor organization and legitimate trade union activities should be abolished or their powers in respect to labor revoked. No police or other government agencies should be employed in spying on workers, breaking strikes, or suppressing legitimate union activities.

14. Any undemocratic workers' organizations or their affiliates, such as the patriotic industrial associations, should be dissolved and not allowed to revive. No new workers' organizations with militaristic, ultra-nationalistic, Fascist, or other totalitarian aims should be permitted.

15. Persons who have been imprisoned because of activity or "dangerous thoughts" in connection with trade unions and other labor organizations should be released.

16. The balance sheet and table of income and expenditure of each trade union showing also the source of large

060 PRINCIPLES FOR JAPANESE TRADE UNIONS (continued)

contributions should be available for public inspection. Safeguards such as an annual audit by a professionally competent auditor appointed by the members should be taken to ensure the accuracy of the statements.

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080 - 089 DIRECTIVES OF GENERAL HEADQUARTERS, SUPREME COMMANDER FOR THE ALLIED POWERS

080

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS

WFM/JSK/HGI/th
APO 500
26 December 1947

AG 600(26 Dec 47)ESS/LA

Subject: Japanese Public Works and Reconstruction Program

To: Commanding General, Eighth Army, APO 343

1. Recissions:

a. Letter, General Headquarters, Supreme Commander for the Allied Powers, to Commanding General, Eighth Army, AG 600.1 (26 Dec 46) ESS/LA, subject: "Japanese Public Works and Reconstruction Program," dated 26 December 1946.

b. Letter, General Headquarters, Supreme Commander for the Allied Powers, to Commanding General, Eighth Army, AG 600.0 (29 Mar 47) ESS/IN, subject: "Policy on Recommendations made by Military Goverhment Teams Concerning Public Works Projects," dated 29 March 1947.

2. The mission of the Japanese Goverhment public works program is two-fold: increasing in the immediate future the supply of food, clothing, fuel, shelter and minimum services for the Japanese economy; and the relief of unemployment. Among the individual projects, some fulfill both objectives; others are designed primarily for the accomplishment of but one phase. However, in the overall program, these functions do not exist separately, but as a single integrated attempt to achieve both objectives.

3. The Economic Stabilization Board of the Japanese Government is charged with the coordination responsibility for the public works program. Its function is to review

080 Japanese Public Works and Reconstruction Program
(continued)

the programs submitted to it by the various ministries. Ministry programs themselves are compilations of regional, prefectural and local requests for projects. From the inception of a project plan, to the completion of its execution, Japanese Governmental channels are used. The public works program is for the furtherance of the Japanese economy, and the Occupation has no direct responsibility. Further, the interest and responsibility of the Occupation in respect to works carried on by the Japanese Government at the direction of and in furtherance of the Occupation should not be confused with public works projects in furtherance of the Japanese economy to which this letter has primary references.

4. It is desired that conferences be held between Military Government units and local prefectural government officials in charge of public works projects as often as deemed necessary to keep abreast with the progress of the program in each prefecture.

5. In order to coordinate the program at the prefectural level, most prefectures have already formed coordination committees made up of officials charged with responsibility in the prefectures for particular segments of the program. The responsibilities of these committees are:

a. Public works planning and programming.

b. Investigation of progress of projects.

c. Surveillance over construction materials.

d. Achievement of uniformity of reporting procedures.

e. Compliance with national and prefectural directives.

f. Preparation of data to determine anticipated economic effects of the program.

080 Japanese Public Works and Reconstruction Program (continued)

g. Integration of administration between prefectural agencies in the fields of:

(1) Manpower utilization.

(2) Coordination of location of projects.

(3) Better utilization of field supervisory personnel.

It is recommended, therefore, that Military Government Teams work through such committees wherever possible when discussing public works within their prefectures.

6. It is further desired that major bottlenecks or malpractices hindering the normal expected progress of specific projects or the program as a whole, be reported promptly.

7. Teams having recommendations for projects that could qualify under the Japanese Government "Regulations Concerning Public Works" of 3 September 1946, may forward them with accompanying maps and data to General Headquarters, Supreme Commander for the Allied Powers, for review. If on the basis of engineering feasibility and ability to meet criteria established, such projects comply, the Economic Stabilization Board will be advised to request the appropriate Japanese Government agency to submit them through Japanese channels for consideration by the competent ministry and by the Economic Stabilization Board. It will be judged by the Economic Stabilization Board on a cost-benefit basis against other projects of the same type and priority. Recommendation, therefore, does not insure inclusion of a project, but does allow General Headquarters, Supreme Commander for the Allied Powers, to follow up recommendations by units in the field and to insure their adequate evaluation and consideration by the Japanese Government.

080 Japanese Public Works and Reconstruction Program (continued)

8. It is also requested that projects already ihcluded in the program and underway which are considered impracticable, be reported.

9. Inclosures to letters listed in paragraph 1a and b are not rescinded.

BY COMMAND OF GENERAL MacARTHUR:

A. J. REHE
Major, AGD
Asst Adj Gen

080 - 089 DIRECTIVES OF GENERAL HEADQUARTERS, SUPREME COMMANDER FOR THE ALLIED POWERS

081

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS

WFM/JSK/CWH/SDC/th
APO 500

AG 004.06(5 Mar 48)ESS/LA

SUBJECT: Employment Security Law and Labor Bosses

TO: Commanding General, Eighth Army, APO 343,
5 March 1948

1. References:

a. Paragraph 5 of Article 5, Articles 44, 45, 46, 47, 63 and 64 of Law Number 141, Employment Security Law, promulgated 30 November 1947 by the Prime Minister of Japan, attached.

b. Article 4 of Ministerial Ordinance of the Labor Ministry for the enforcement of the Employment Security Law, dated 7 February 1948, copy attached.

2. Labor supply projects are declared illegal under the Employment Security Law after 1 March 1948, except as operated by a bona fide labor union recognized by law. The Ministerial Ordinance implementing this part of the law designates an operator of a labor supply project as "any person or agency who supplies workers to another whether or not a contract is known to exist, unless that person does all the following: (1) takes full financial and legal responsibility as an enterpriser for completion of a particular project; (2) performs on-the-job supervision of laborers; (3) assumes full legal obligation as employer with respect to workers as prescribed by law; (4) provides necessary machinery, equipment (excluding simple tools of the trade), materials or necessary planning and technique."

081 Employment Security Law and Labor Bosses
(continued)

3. Those Japanese agents or enterprisers who will be unable to meet these requirements are labor contractors who supply from five to twenty-five per cent of the total work force of nearly every industrial establishment in Japan in the form of daily contract workers; nearly all the work force in the construction industry; and miscellaneous labor supply agencies which furnish non-registered nurses, maids and housekeepers.

4. The purpose of this part of the law and the implementing ordinance is to outlaw labor bosses and give Japanese workers a chance to become direct employees of the concerns for which they are working, and to force labor contractors in the construction industry to assume the proper responsibilities of employer-contractors. With this ordinance, the Japanese Government now has, for the first time, a tool with which it is possible to make a direct attack on the deeply entrenched labor boss system.

5. Due to their political power and the control and use of gangsters by labor bosses, request Military Government give guidance and assistance to local Japanese Government agencies to the maximum extent practical in the following:

a. The conduct of full and complete investigations to locate and identify those who fall under the purview of the law.

b. Taking proper and adequate actions to require readjustments of personnel controlled by labor suppliers with the minimum amount of personal hardship to workers and the least interruption in production.

c. Strictly enforcing penal provisions of the law against those who attempt to evade or ignore the law.

6. The agencies in local Japanese governments responsible for enforcement of the Employment Security Law are the prefectural Employment Security Section and local Employment Security Offices.

081 Employment Security Law and Labor Bosses
(continued)

7. The Japanese Government has been requested to inform General Headquarters, Supreme Commander for the Allied Powers of those cases where contractors performing work for the Occupation Forces are operating in violation of this Japanese law. The Japanese Government has been requested to carry out necessary readjustments to ensure compliance with this law by these contractors, but with minimum interference in performance of services for the Occupation Forces.

8. Request surveillance of contractors selected by the Japanese Government to provide services to the Occupation Forces in compliance with procurement demands, particularly procurement demands for service. If any of these contractors are found operating in obvious violation of the Employment Security Law, as outlined above, this should be called to the attention of the Japanese Government for corrective action.

BY COMMAND OF GENERAL MacARTHUR:

2 Incls
1. Law No. 141, Employment Security Law, promulgated 30 Nov 47.
2. Ministerial Ordinance, Article 4, dtd 7 Feb 48.

J. F. BRADSHAW
Major, AGD
Asst Adj Gen