Art and Science

Code-7209: Piano & Organ Tuning

Definition of the Occupation:

This occupation includes all classes of positions the duties of which are to supervise or perform work involved in tuning and repairing the meter, tone and function of piano and organ.

Class of Position:

7209-1	Piano & Organ Tuner	I
7209-2	-Do-	II

Code-7215: Fine Arts Repairs

Definition of the Occupation:

This occupation includes all classes of positions the duties of which are to supervise or perform work involved in mending, repairing, restoring to original form and imitation of mainly national treasure arts such as carved wood, dry lacquered industrial products, swords, old cloth, earthen wares and wooden wares.

Class of Position:

7215-1	Fine Arts Repairer	I
7215-2	-Do-	II
7215-3	-Do-	III

Code-7217: Illustrating

Definition of the Occupations:

This occupation includes all classes of positions the duties of which are to supervise or perform work involved in developing and drawing designs for Bank-notes, securities or postage stamps as well as in drawing the illustration of specimen and dissection or picture and designs for propaganda by water color, pen-drawing and oil painting.

Class of Position:

7217-1	Illustrating Technician	I
7217-2	-Do-	II
7217-3	-Do-	III

Public Safety

Code-8229: Narcotics Control

Definition of the Occupation:

This occupation includes all classes of positions the duties of which are to supervise or perform work involved in the control of illegal dealings in narcotics and hemp in the capacity of a judicial policeman as prescribed in the Narcotics and Hemp Control Law.

Class of Position:

8229-1	Narcotics Controller	I
8229-2	-Do-	II
8229-3	-Do-	III

Clerks

Code-9131: Patent Clerks

Definition of the Occupation:

This occupation includes all classes of positions the duties of which are to supervise or perform clerical works relating to legal affairs as provided for in the industry ownership law, etc., involving the inspection of applications relating to the origination of industry ownership rights and the lapse or change of status of registered rights ; the written request for review of dispute ; entries of registration ledger ; preparation of <u>proces verbal</u> of the review of the Patent Board, etc.

Class of Position:

9131-1	Patent Clerks	I
9131-2	-Do-	II
9131-3	-Do-	III

Letter

Files
Po. Dev. Sf.
Police

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
Civil Intelligence Section, G-2
PUBLIC SAFETY DIVISION

APO 500
8 September 1950

MEMORANDUM:

SUBJECT : Conference

TO : Chief, Public Safety Division

1. Subject of Conference: Reclassification of NRP Positions.

2. Time of Conference: 1030-1200 hours, 16 August 1950.

3. Location of Conference: Conference room, PSD.

4. Personnel Attending:

Mr. J. F. Munroe, Police Administrator, PSD
Mr. Paul E. Harrison, Police Administrator, PSD
Mr. Walter P. Domanowski, Compensation Specialist, Civil Service Division, Government Section

5. Purpose of Conference: To discuss the National Personnel Authority's report regarding seventeen (17) positions in the NRP Headquarters.

6. Discussion: The NPA report of the following positions were discussed:

In the General Affairs Division:

1. Chief of the Secretariat Section
2. Assistant Chief of the Secretariat Section
3. Chief of the Accounting Section
4. Assistant Chief of the Accounting Section

In the Police Affairs Division:

1. Chief of the Personnel Section
2. Assistant Chief of the Personnel Section
3. Chief of the Miscellaneous Affairs Branch
4. Chief of the Allowance Branch, Personnel Section
5. Chief of the Education Section
6. Assistant Chief of the Education Section
7. Chief of the Miscellaneous Affairs Branch, Education Sect.
8. Chief of the Education Affairs Branch, Education Section
9. Chief of the Planning Branch, Education Section
10. Chief of the Equipment Section
11. Assistant Chief of the Equipment Section

In the Communications Division:

1. Chief of the Communication General Affairs Section
2. Asst. Chief of the Communication General Affairs Section

The Civil Service Division and PSD representatives concurred with the National Personnel Authority in their findings, except for the following positions:

1. Chief of the Education Section
2. Assistant Chief of the Education Section

3. Chief of the Education Affairs Branch
4. Chief of the Planning Branch, Education Section
5. Chief of the Personnel Section
6. Assistant Chief of the Personnel Section
7. Chief of the Communication General Affairs Section

PSD representatives are of the belief that the aforementioned named positions should be retained in the police series in lieu of the civilian series in order to retain flexibility of assignment and due to the requirements of the positions in their liaison with all of the other sections of NRP, and the requirement of police knowledge and experience in order to perform the duties assigned these positions. Civil Service Division and PSD representatives concurred in the findings of NPA regarding the qualifications required for the Chief of the Equipment Section. They believe that when the position is vacated by the personnel presently assigned, the replacement should be a civilian with comparable rank to that of a Senior Superintendent and with broad experience in the business field as a purchasing agent. It is further believed, that actual police knowledge and experience is not required in order to competently perform the duties required for this position.

NOTE: It is understood by the undersigned, as of this date, 8 September, that the person presently assigned as Chief of the Equipment Section is to be loaned to the N.P.R. and will possibly remain with the N.P.R. on a permanent basis.

Mr. Sa[illegible]lter of the Civil Service Division was requested by telephone to notify NPA regarding this fact with a view toward preparing an examination for the position.

7. Conclusion and Agreement: It was agreed that a reexamination of the above mentioned positions which are under question should be made by the National Personnel Authority; this request will be made by the Civil Service Division.

8. Action to be Taken: Public Safety Division will confer with the National [illegible] Personnel Section regarding the procedures to be followed in gradually replacing the police personnel presently assigned in these positions which are considered as being civilian position. These replacement should be made gradually in order not to disrupt NRP Headquarters.

PAUL E. HARRISON
Police Administrator

Demetros.
Have you seen this?
MS

NATIONAL PERSONNEL AUTHORITY 2) Salter

29 May 1950

TO: Mr. M. Soltar, CSD

From: Y. Onouchi, chief of Classification Section, NPA

Subject: Report on the occupation of Police [redacted].

Checking of the occupation of Police is still going on. Since this occupation is peculiar in nature of its business in comparison with other occupations and also has pending problems on such aspects as recrutment and compensation, our section has made an all-round scruitinization at the Bureau Directors' Conference submitting the data mainly discussed from the stand-point of position-classification. There they tentatively expressed their opinion as follows:

1. It was appropriate that the three occupations of Police (Administration), Police(Investigation) and Police (General) were combined into occupation of Police.
2. Since positions which are incidentally authorized to execute judicial police power as the nature of their main duties require as well as police business which necessitates special, technical and professional knowledge and experience are excluded from the occupation of Police, there is no position to be included in the occupation of Police except those in the National Rural Police and the Imperial Palace Police.

3. Positions which perform such administrative business as personnel affairs, accounting, budgeting, materials, training and miscellaneous affairs, even if they are occupied at present in the National Rural Police by policemen, shall be excluded from the occupation of Police. However some considerations shall be needed on the aspect of recruitment policy.

4. Therefore, positions to be included in the occupation of Police shall be those personally engaging in the business of police activities connected with the execution of police power in the National Rural Police.

5. Checking shall be continued on some positions in the National Rural Police Hq. and District Police Hq. whether or not they are personally engaging in the police activities.

List of Occupation Titles

in the Government of Japan

(Draft)

under the Position-Classification Plan

Position-Classification Section

Compensation Bureau

National Personnel Authority of Japan

May 4, 1950

Remarks:

1) The code number often skips, e.g., 1-5 comes immediately after 1-1. Occupations represented by such omitted numbers, e.g., 1-2, 1-3 or 1-4, once existed but disappeared due to either amalgamation, dissolution, or some other reasons.

2) One occupation often belongs to two or more groups for the convenience of cross-reference.

Note:

The number written in ink shows the number of employees for each occupation.

Group Titles

As of May 4, 1950

No.	Group Title (English)	No. of Employees
1	Medical	28,780
2	General Administration	7,210
3	Transportation	1,840
4	Domestic Activities	7,510
5	Education	23,900
6	Crafts	132,220
7	Public Safety	57,460
8	Engineering	28,410
9	Imperial Activities	430
10	Public Information (Education)	730
11	Fiscal	68,940
13	Social Welfare	16,510
14	Clerical	219,270
15	Business	22,120
16	Office Appliance Operating	13,240
18	Personnel (General Administration)	6,000
19	Fishery Science (Biological) ~~Science and Activity~~)	770
21	Procurement (Business or Gen'l Adm'n; and Fiscal)	5,100
22	Statistics	4,530
23	Library (Education)	1,100
24	Patent (Legal; and Clerical)	250
25	Agricultural (Biological) ~~Science and Activity~~)	4,280
26	Legal	16,590

27	Transportation (Education)	960
28	Postal Service	189,890
29	Physical Science	8,480
30	Forestry (Biological) ~~Science and Activity~~	8,320
31	Labor	33,570
		908,410

Duplications
3,500 (1107 - 1409)
100 (1118 - 1316 - 2207)
60 (2520 - 3003)
~~20 (2524 - 3010)~~ (2524 not counted in total)
120 (2522 - 2916)
40 (2523 - 2915)
150 (0207 - 2603)

Total 3,970

908,410
3,970
904,440

~~32 occupations~~

Medical Group

Medical Unit

No.	Title of Occupation	
1-1	Medical Technician (Autoposy)	130
1-5	Medical Technician (Therapeutics)	410
1-7	Medical Technician (X-ray)	700
1-8	Medical Officer(General)	740
1-9	Medical Officer (Ophthalmology)	130
1-10	Medical Officer (Surgery)	440
1-11	Medical Officer (Tuberculosis)	820
1-14	Medical Officer (Obstetrics & Gynecology)	190
1-15	Medical Office (Oto-Laryngology)	160
1-16	Medical Officer (Pediatrics)	160
1-17	Medical Officer (Orthopedics)	70
1-18	Medical Officer (Psychiatry)	80
1-19	Medical Officer (Internal Medicine)	500
1-20	Medical Officer (Dermato-Urology)	110
1-21	Medical Officer (Radiology)	40
1-22	Nutrician Science	60
1-24	Dietician	160
1-25	Medical Affairs Management	170
1-26	Pharmaceutical Affairs Management	110
1-28	Nurse (Clinical)	18,700
1-32	Nurse (Midwife)	270
1-35	Hospital Management	300
1-38	Nurse (Public Health)	330
1-39	Pharmacology	50

Call Medical Officers - Physicians

1-40	Pharmacy	1,540
1-43	Medical Science Aid	1,350
1-44	Dental Officer	400
1-45	Dental Technician	270
1-46	Medical Officer (Laboratory)	290
1-48	Medical Officer (Leprosy)	40
1-49	Medical Officer (Quarantine) *	40
1-50	Medical Officer (Jurisprudence) *	20
		28,780

* compare with O.D. for (General)

32 occ'ns

General Administration Group

General Administration Unit

No.	Title of Occupation	
2-1	General Administration	6,570
2-2	Foreign Affairs	440
~~2-5~~*	~~Local Autonomy Administration~~ NPA 5/29/50	50
2-7	The House Proceeding Administration (see also 2603)	150
		7,210

*Dissolved into 0201, 1801, 1803, 1111, and 1108.

Transportation Group

Business Unit

No.	Title of Occupation	
3-1	Transportation Management (General)	30
3-2	Transportation Management (Maritime)	350
3-3	Transportation Management (Railway)	100
3-4	Transportation Management (Highway)	700
3-6	Light-house & Beacons Keeping	400
3-9	Signal Man	60
3-10	~~Navigating~~ Maritime Officer (Navigating) T.C. 7-17-50	200
		1,840

Domestic Activities Group

Labor & Domestic Activities

No.	Title of Occupation	
4-2	Tailor	630
4-3	Waiter	1,150
4-5	Laundry	470
4-6	Ship Steward	450
4-7	Cooking	4,280
4-8	Kindergartener	70
4-9	Barber	400
4-10	Beautician	60
		7,510

Educational Group

No.	Title of Occupation	
5-2	Education Research	50
5-3	Teaching (Accupuncture & Massage)	
5-4	" (Medical Science)	
5-5	" (General)	
5-6	" (General Chemistry)	
5-7	" (Applied Chemistry)	
5-8	" (Oceanogrphy)	
5-9	" (Foreign Language)	
5-10	" (Chemical Engineering)	
5-11	" (Domestic Science)	
5-12	" (Mechanical Engineering)	
5-13	" (Meteorology)	
5-14	" (Fishery)	
5-15	" (Public Health	
5-16	" (Japanese Language)	
5-17	" (Bacteriology)	
5-18	" (Sociology)	
5-19	" (Fisheries Machine)	22,500
5-20	" (Marine Manufacturing)	
5-21	" (Fish Breeding)	
5-22	" (Mathematics)	
5-23	" (Navigation)	
5-24	" (Marine Engine)	
5-25	" (Shipbuilding Engineering)	
5-26	" (Gymnastics)	

5-27	Teaching	(Geography)	
5-28	"	(Map & Drafting)	
5-29	"	(Telecommunication Engineering)	
5-30	"	(Astronomy)	
5-31	"	(Electrical Engineering)	5
5-32	"	(Zoology)	3
5-33	"	(Civil Engineering)	
5-34	"	(Agricultural Chemistry)	
5-35	"	(Physics)	
5-36	"	(Law & Economics)	
5-37	Teaching Aid	(Medical Science)	
5-38	" "	(Navigation)	
5-39	" "	(Shipbuilding Engineering)	
5-40	" "	(Gymnastics)	
5-41	" "	(Telecommunication Engineering)	
5-42	" "	(Electrical Engineering)	
5-43	" "	(Marine Engine)	
5-44	" "	(Physics)	
5-45	? Linguistics		30
5-47	Student Guidance		500
5-48	Museum Management (General)		30
5-52	Museum Management (Fine Arts)		150
5-62	Education Administration		200
5-64	Historical Research		100
5-65	Facsimile		10
5-66	Model		10
5-67	Arrest Technique Instruction (T.C. 6/21/50)		300
			23,900

52 occ'ns

Crafts Group

No.	Title of Occupation	
6-1	Blue Printing	30
6-2	Rolling Machine Operation	130
s6-3	Stone Masonry	10
s6-5	Motion Picture Projection	10
6-6	Building Maintenance	940
6-7	Chemical Craft	300
s6-8	Type Casting Machine Operation	70
6-10	Glassworking	100
6-11	Mechanical Printing	1,620
s 6-12	Machinist	1,320
s 6-13	Boiler Operation	1,700
6-14	Locomotive Operation	810
s6-15	Wooden Pattern Making	50
s6-17	Prosthetic Technician (Eyes)	10
s6-18	" " (Limbs)	140
6-19	Fishing Labor -	20
s 6-20	Typesetting	480
6-22	Construction Equipment Operation	280
s 6-23	Medical Instrument Sharpening	120
6-25	Plate Engraving	70
6-28	Coin Inspection	260
6-31	Floating Equipment Operation	780
6-32	Miscellaneous Machine Operation	230
6-33	Belt Conveyer Operation	530
6-34	Machine Assembling	760

s 6-37	Photography	250
6-38	Photo Engraving	90
6-39	Telephoto Machine Operation	60
6-41	Printed Matters Inspection	2,340
6-42	Elevator Operation	130
6-44	Chauffeuring	6,380
s 6-45	Motor Vehicle Repairing	360
6-46	Office Appliance Repairing	160
6-47	Boiler Making	90
s 6-48	Silk Reeling	140
6-49	Paper Making Machine Operation	170
6-50	Paper Materials Making	320
6-51	Handicraft (Paper Making)	50
6-52	Saw Mill Working	250
s 6-53	Charcoal Making	120
s 6-55	Bookbinding	300
6-56	Measuring Instruments Working	160
S 6-57	Dying & Finishing	20
s 6-58	Weaving	60
6-59	Spinning	30
s 6-60	Diving	30
6-62	Engine Operation (Marine)	1,120
6-64	Farriery	30
6-65	Furnace Operation (Gas & Coke Production)	20
s 6-66	Gardening	130
6-67	Afforestion	1,080
6-69	Forge Working	330
s 6-70	Carpentry	360
s 6-71	Foundry Crafts	140

6-72	Engraving Machine Operation	10
6-73	Cable Setting	12,570
6-74	Stationary Engine Operation	240
6-76	Handicraft (Metal)	170
6-77	" (Cloisonne)	20
6-78	" (General)	30
6-79	" (Textile)	10
6-81	" (Wax Working)	10
6-83	Electrician	2,000
s 6-84	Telephone Installing & Repairing	15,420
6-85	Painting	80
6-86	Scaffolding	40
s 6-87	Piano & Organ Tuning	10
6-88	Telegraph Operating	16,390
6-89	Telephone Operating	53,210
s 6-94	Brewing	660
s 6-95	Logging	1,500
s 6-96	Buffing & Polishing	50
6-98	Leather Working	40
6-99	Duplicate plate Working	100
s 6-100	Carpentry (Ship)	30
6-101	Machine Press Operation	220
6-102	Track Maintenance	550
6-104	Gas Mantle Working	10
6-105	Electric Gilding	90
6-106	Radio Operating	1,730

s 6-107	Furniture Making	460
6-108	Metallurgy crafts	240
s 6-109	Mail Bag Repairing	160
6-110	Handicraft (Ceramics)	50
6-111	Silk Worm Raising	100
s 6-113	Welding	140
s 6-114	Lens Working	20
6-115	Fine Arts Repairing	10
6-118	Linotype Operating	10
6-119	Paper Handling Machine Operation	320
6-120	Mineral Specimen Making	30
		132,220

91 occ'ns

Public Safety Group

No.	Title of Occupation	
7-3	Identification (Finger Print)	650
7-5	Identification (General)	150
7-7	Diet Police	300
7-8	Juvenile Collection & Protection	1,270
7-9	Parole & Probation	800
7-11	Police	25,000
7-14	Prison Management	15,000
7-16	Prisoner Classification	420
7-18	Guard	11,000
7-19	Fire Prevention Management	20
7-20	Bailiff	1,200
7-23	Mine Sweeping	500
7-24	Maritime Police (Navigating)	300
7-25	" " (Engine Operation)	200
7-26	" " (Wireless Operation)	150
7-27	" " (General)	500
		57,460

Engineering Group

No.	Title of Occupation	
8-1	Safety Engineering	10
8-2	General Engineering	300
8-3	Printing Engineering	230
8-5	Mechanical Engineering	1,800
8-6	Architectural Engineering	1,400
8-7	Industrial Arts Engineering	70
8-8	Engineering Drafting	100
8-13	Cartographic Drafting	100
~~8-16~~	~~Engineering Aid (Printing)~~ abol. 7/8/50	20
8-17	" " (Mechanical)	150
8-18	" " (Architectural)	500
8-19	" " (Industrial Arts)	20
8-20	" " (Mining)	60
8-23	" " (Textiles)	50
8-24	" " (Shipbuilding)	50
8-25	" " (~~Geodetic~~ Surveying)	50
~~8-26~~	~~" " (Topographic)~~ Abol. 8-1-50	50
8-27	" " (Telecommunications)	600
8-28	" " (Electrical)	1,000
8-29	" " (Civil)	500
8-31	" " (Radio)	200
8-32	" " (Metallurgy)	50
8-33	" " (Ceramics)	80

8-32	Aeronautical Safety	70
8-35	Mining Engineering	400
8-36	Traffic Engineering	50
8-42	Hydrographic Engineering	40
8-43	Paper Producting → Engineering	70
8-44	Textile Engineering	30
8-46	Shipbuilding Engineering	200
8-47	~~Geodetic~~ Survey Engineering Abol. G. 7-24-50, Eff. S. 7-29-50	100
~~8-48~~	~~Topographic Engineering~~ Abol. 7-29-50	110
8-49	Telecommunications Engineering	8,000
8-50	Electrical Engineering	1,300
8-51	Radio Regulatory Monitoring	1,100
8-52	Radio Regulatory Management	1,340
8-53	Civil Engineering	2,000
8-54	Fuel Engineering	50
8-55	Agricultural Engineering	1,500
8-56	Commodity Inspection (General)	70
~~8-57~~	~~" " (Machine & Mechanical Products)~~ Abol. 8-1-50	50
8-58	Commodity Inspection (Textile)	250
8-45	~~Navigation~~ Maritime Officer (Engine) T.C. 7-17-50	500
~~8-60~~	~~Radio Engineering~~ Abol. NPA 5/20/50; Analy. into 8-49 NPA 5/30/50	3,000
8-61	Metallurgical Engineering	30
8-62	Commodity Inspection (Trade Goods & Dutiable Goods)	400
8-63	Ceramics Engineering	50
8-64	Geophysical Prospecting	100
		28,410

47 occ'ns

Imperial Affairs Group

No.	Title of Occupation	
9-1	Decoration Ceremony	20
9-2	Imperial Ceremony	10
9-3	Imperial Palace Custody	250
9-4	Imperial Household Affairs	10
9-5	Imperial Housekeeping	40
9-6	Education (Imperial)	20
9-7	Education (Imperial Children)	10
9-8	Imperial Musician	20
9-9	Banquet Attendant	10
9-10	Hunting & Fishing	20
9-11	Imperial Family Affairs	20
		430

Public Information Group

No.	Title of Occupation	
10-1	Public Information	230
10-2	Editing	500
		730

Fiscal Group

No.	Title of Occupation	
11-2	Accounting	12,000
11-3	Auditing	800
11-4	Monetary Management	700
11-6	Cost Accounting ~~(see 1404)~~	100
11-7	Cash Accounting Clerk (see 1409)	3,500
11-8	Tax Affairs (General)	1,400
11-9	" " (Assessment)	23,500
11-10	" " (Collection)	15,000
11-11	Property Management	7,500
11-12	Fiscal Management	
11-14	Customs Affairs (General)	60
11-15	Customs ~~Inspection~~ Affairs (Inspection)	1,500
11-16	Customs Affairs (Permission)	1,130
11-17	Budget Administration	1,700
11-18	Insurance Actuary (see 22-7 and 13-16)	50
		68,940

Social Welfare Group

No.	Title of Occupation	
13-1	Home Economics Adviser (Rural)	10
13-2	Social Security (Welfare)	120
13-3	Social Security (Insurance)	3,730
13-4	Social Security (General)	20
13-5	Demography	20
13-6	Labour Relation (Seamen)	300
13-8	Labor Standard Inspection (Safety)	300
13-9	" " " (General)	2,100
13-10	" " " (Sanitation)	80
13-12	Labor Relation (General)	10
13-13	" " (Employment)	9,100
13-14	" " (Union)	380
13-15	" " (Women & Minors)	310
13-16	Insurance Actuary (See 11-18 and 22-7)	30
		16,510

Clerk Group

No.	Title of Occupation	
14-1	General Clerk	175,000
14-2	Messenger	15,600
14-4	Shorthand Reporter	50
14-5	Telegram Operating Clerk	25,000
14-7	Secretary	40
14-8	Proof Reading	80
14-9	Cash Accounting Clerk (see 11-09)	3,500
		219,270

Business Group

No.	Title of Occupation	
15-1	Political Economics	500
15-2	Sale Business	50
15-5	Economic Inspection	2,000
15-9	Business Management (Chemical Industry)	400
15-10	" " (Machinery)	240
15-11	Construction Management	350
15-13	Business Management (Mining)	500
15-16	" " (Textile Industry)	380
15-17	" " (Shipbuilding Industry)	150
15-19	" " (Iron and Steel)	180
15-20	" " (Electric Power)	340
15-22	" " (Foreign Trade)	480
15-24	Telecommunication Management	1,500
15-25	Telegraph Management	6,000
15-26	Telephone Management	7,000
15-28	Price Control	1,000
15-29	Business Economics	500
15-30	Business Management (General)	500
15-31	Horse Race Management	50
		22,120

Office Appliance Operating Group

No.	Title of Occupation	
16-1	Calculating Machine Operating	5,340
16-2	Mechanical Tabulating	80
16-3	Key Punch Operating	410
16-4	Typist (Roman)	1,140
s16-5	" (Japanese)	5,990
16-7	Miscellaneous Office Appliance Operating	280
		13,240

Personnel Group

No.	Title of Occupation		
18-1	Personnel	(General)	3,000
18-2	"	(Pension)	160
18-3	"	(Compensation)	1,000
18-4	"	(Health Management)	150
18-5	"	(Training)	200
18-6	"	(Examination)	80
18-7	"	(Position Classification)	1,000
18-8	"	(Equity)	30
18-9	"	(Investigation)	80
18-10	"	(Welfare & Recreation	300
			6,000

Fishery Science Group

No.	Title of Occupation	
19-1	Fishing Vessel Mate	30
19-2	Fishing Vessel Captain	20
19-3	Fishery Science	260
19-4	Fishery Science Aid	280
19-5	Industrial Specialist (Fishery)	180
		770

Procurement Group

No.	Title of Occupation	
21-1	Warehouse Management	1,000
21-2	Procurement	4,000
21-6	Warehouse Management (Grain)	100
		5,100

Statistics Group

No.	Title of Occupation	
22-3	Statistical Clerk	4,000
22-4	Statistics	200
22-6	Coding Clerk	300
22-7	Insurance Actuary (see 1118 and 1316)	30
		4,530

Library Group

No.	Title of Occupation	
23-1	Librarian	1,100

Patent Group

No.	Title of Occupation	
24-1	Design & Trade Mark Examining	60
24-3	Patent Administration	20
24-4	Patent Examining	110
24-5	Trial Examiner (Patent Law)	20
24-6	(Patent) Attorney T.C. 8-1-50	10
24-7	Patent Application Examination	30
		250

Agriculture Group

No.	Title of Occupation	
25-1	Agriculture (General)	150
25-2	" (Horticulture)	50
25-3	" (Crop)	200
25-5	Textile Engineering (Filature)	40
25-7	Animal Husbandry	270
25-8	Soil and Fertilizer [redacted]	150
25-10	Agricultural Economics	200
25-11	Agricultural Specialist	150
25-12	Agricultural Aid	200
25-13	Agricultural (Plant Pathology and Entomology)	150
25-14	Staple Food Inspection	1,600
25-15	Commodity Inspection (Raw Silk)	550
25-17	Sericulture	100
25-18	Veterinary	150
25-19	Veterinary Aid	50
25-22	Agricultural Chemistry (see also 2916)	120
25-23	Agricultural Meteorology (see also 2915)	40
25-20	Landscape Architecture (see also 3003)	60
25-21	Genetics	60
25-24	Zoology (Game) (see also 3010)	20
25-25	Agricultural Engineering (NPA 6/2/50-see 0855)	1500 ~~4,280~~ 4,300 5,800

Legal Group

No.	Title of Occupation	
26-1	Trial Examiner (Maritime Law)	20
26-2	Trial Attorney (Maritime Law)	10
26-3	The House Proceeding Administration (see also 207)	150
26-4	Public Procurator	2,000
26-5	Proculation Secretary	4,000
26-6	Trial Attorney (Trade)	50
26-8	Court Clerk (General)	4,000
26-9	Judicial Research ~~Officer~~ T.C. 6/20/50	20
26-10	Judicial Administration	70
26-11	Court Marshall	200
26-12	Juvenile Investigator	600
~~26-13~~	~~Government Advocator~~ Abol. 6/20/50	60
26-13 ~~14~~	~~Lawyer~~ Attorney NPA 6/20/50	100
~~26-15~~	~~Civil Affairs~~ Legal Clerk C.A. Abol. + L.C. NPA 6/20/50.	5,000
26-16	Legislative Research	250
26-17	Court Clerk (Maritime)	10
26-18	Legislative Reference Officer	50
26-19	Intelligence Investigation NPA 7-28-50	
		16,590

Translation Group

No.	Title of Occupation	
s 27-1	Interpreting	170
s 27-2	Translating	790
		960

Postal Service Group

No.	Title of Occupation	
28-1	Postal Life Insurance Management	150
28-2	Postal Life Insurance Clerk	19,000
28-3	Postal Savings Management	200
28-4	Postal Savings Clerk	34,000
28-5	Postal Services Management	40
28-6	Postal Service Inspection	800
28-7	Postal Clerk	44,000
28-8	Mail & Telegram Carrying	56,000
28-9	Postal Management	200
28-10	Postal Saving & Insurance Canvassing	21,500
28-11	Special Post Office Master	14,000
		189,890

Physical Science Group

No.	Title of Occupation	
29-1	Chemistry	400
29-2	Oceanography	200
29-4	Meteorology	2,500
29-6	Navigational Science	50
29-7	Mathematics	10
29-10	Geophysics	150
29-11	Geology	200
29-12	Geography	100
29-13	Astronomy	60
29-15	Agricultural Meteorology (see also 2523)	50
29-16	Agricultural Chemistry (see also 2522)	120
29-17	Alcohol Zymology	200
29-18	Physics	300
29-22	Physical Science Aid (Physics)	250
29-23	Physical Science Aid (Chemistry)	300
29-24	Physical Science Aid (Oceanography)	30
29-26	Physical Science Aid (Meteorology)	2,000
29-32	Physical Science Aid (Geology)	20
29-35	Physical Science Aid (Zymology)	40
29-37	Physical Science Aid (~~General~~ Calculating) T.C. 7-21-50	1,500
		8,480

Forestry Group

No.	Title of Occupation	
30-1	Forestry (General)	780
30-2	Forestry (Silviculture)	660
30-3	Landscape Architecture (see also 2520)	60
30-5	Forestry Aid	5,000
30-6	Forestry (Production)	1,260
~~30-7~~	~~Forestry (Erosion Control)~~ Abol. 7-28-50	500
30-8	Forestry Economics	40
~~30-10~~*	~~Zoology (Game)~~ Regrouped also into 2524 on 5/18/50 NPA	~~20~~
		~~8,320~~
		8,300

*30-10 Retain in group - Occ'n placed also in 2500 Group.

Forestry Group

No.	Title of Occupation	
30-1	Forestry (General)	780
30-2	Forestry (Silviculture)	660
30-3	Landscape Architecture (see also 2520)	60
30-5	Forestry Aid	5,000
30-6	Forestry (Production)	1,260
~~30-7~~	~~Forestry (Erosion Control)~~ Abol. 7-28-50	500
30-8	Forestry Economics	40
~~30-10~~*	~~Zoology (Game)~~ Re-Grouped also into 2524 on 5/18/50 NPA	~~20~~
		~~8,320~~ 8,300

*30-10 Retain in group – Occ'n placed also in 2500 Group.

Labor Group

No.	Title of Occupation	
31-1	General Labor	6,500
31-2	Deck Worker	1,940
31-3	Janitor	20,000
31-6	Animal Raising	1,090
31-7	Construction Working	1,900
31-8	Farm Labor	2,140
		33,570

Re Ko clam

3-21-50

Some Examples of the

Special Names of Positions

Administrative Management Agency

February 3, 1950

1. Special Procurement Agency

"Field inspectors" Order of S. P. A.

2. Attorney-General's Office

"Procuratorial officials" Procuratorial Office Law

"Procurator-General" "

"Deputy Procurator-General" "

"Chief procurators" "

"Procurators" "

"Assistant procurators" "

3. Ministry of Finance

"Financial Commissioner" Establishment Law of FIM.

"Assistant Financial Commisssioner" Ordinance of FIM.

"Controllor of Japan Monopoly Public Corporation"

Ordinance of FIM.

"Professional investigators" "

"Budget examiners" "

"Finance examiners" "

"Securities examiners" "

"Immigration officials" "

"Exchange controllers" "

4. Tax Administration Agency

"Controllers" Ordinence of FIM.

"Inspectors" "

"Tax investigators" "

"Tax inspectors" "

"Appraisers" "

"Tax examiners"	Ordinance of FIM.
"Tax Collectors"	"
5. Mint Agency	
"Researchers"	Ordinance of FIM.
6. Printing Agency	
"Researchers"	Ordinance of FIM.
7. Ministry of Welfare	
"Medical inspectors"	Medical Law
"Assistants to the State Medical Examination COmmittee"	Cabinet Order
"Assistants to the State Dentists' Examination Committee"	"
"Assistants to the State Medical Preparatory Examination Committee"	"
"Assistants to the State Dentists' Preparatory Examination Committee"	"
"Foodstuff hygienic examiners"	Foodstuff Hygienic Law
"Disease prevention officials"	Establishment Law of WELM
"Insurance examiners"	Health Insurance Law etc.
"Pharmaceutical inspectors"	Pharmaceutical Law
8. Ministry of Agriculture and Forestry	
"Tenant officials"	Tenant Arbitration Law etc.
"Insecticide examiners"	Insecticide Control Law
"Fertilizer examiners"	Fertilizer Control Law
"Seedling examiners"	Agricultural Seedlings Law
"Animal quarantine officials"	Cattle Disease Prevention Law etc.
"Plant quarantine officials"	Imported and Exported Plant Quarantine Law
9. Food Agency	
"Foodstuff examiners"	
"Assistant foodstuff examiners"	Staple Food Control Law

10.	Forestry Agency	
	"Forestry officials"	Forestry Law
11.	Ministry of International Trade and Industry	
	"Trade Commissioner"	Establishment Law of M.I.T.I.
12.	Resources Agency	
	"Mine controllers"	Mine Safety Law
13.	Patent Agency	
	"Examiners"	Ordinance of M.I.T.I.
	"Adjudicators"	"
14.	Ministry of Transportation	
	"Seamen's labor officials"	Seamen Law
	"Vehicles examiners"	Road Transportation Law
15.	Maritime Safety Agency	
	"Maritime safety officers"	Maritime Safety Agency Law
	"Marine adjudication assistants"	"
	"Inspectors"	Order of M. S. A.
16.	Marine Accident Inquiry Agency	
	"Adjudicator of M. A. I. A"	Marine Accident Inquiry Law
17.	Ministry of Postal Services	
	"Inspectors of postal services"	Establishment Law of MPS
	"Chief clerks"	Instruction of MPS
	"Clerks"	"
	"Branch chiefs"	"
	"Field instructors of postal services"	"
18.	Ministry of Labor	
	"Labor standard inspectors"	Labor Standard Law
	"Unemployment insurance adjudicators"	Unemployment Insurance Law
	"Unemployment insurance special account inspectors"	Instruction of LAM
	"Employment stabilization inspectors"	Instruction of LAM
	"Laborors' accident insurance inspectors"	"

"Laborors' accident insurance adjudicators"

Laborors Accident Insurance Law

19. Ministry of Construction

"Chief engineer" Establishment Law of COM

"Inspectors" Ordinance of COM

"Building inspectors" "

"Government building controllers" "

1) Rankin
2) Files
I.T.
Occupational Hdq.

CIVIL SERVICE DIVISION
Government Section

8 March 1949

MEMORANDUM FOR: The Record

SUBJECT : Mr. J. E. Monroe, Internal Revenue Division, ESS, Concerning Taxation Investigators

1. On the previous day, Mr. Monroe telephoned and inquired concerning the effect of the National Public Service Law on taxation workers. The information requested appeared possibly to involve matters concerning policy and, at the same time, were of a very general nature. Consequently, a conference was arranged between Mr. Monroe, Mr. Salter, Chief of the Classification and Compensation Branch, and the specialist.

2. During this conference Mr. Monroe indicated that a career program for taxation workers was a very highly desirable goal in the minds of those working in his division. He wished to know to what extent such a program would be feasible under the provisions of the National Public Service Law. Mr. Salter explained to him the relationship of a general classification plan, embracing all governmental employees, with any particular segment of governmental employees such as taxation workers. Mr. Monroe also wished to know how the examination provisions of the NPSL would tie in with such a career program as he envisioned. Concerning this specific matter, he was referred to Mr. Shirven who was not available at the particular moment. Concerning in-service training features of the program he outlined, Mr. Monroe was referred to Mr. Tindale, Chief of the Training Branch, to whom he was introduced and with whom he held a later conference.

3. The conversation concerning the classification and compensation features of his intended project was discussed in detail. The manner of operation concerning such a program was also specified. It was suggested that Mr. Monroe continue with his program and continue to advise the Japanese employees with whom he was working. Such employees, it was suggested, should then contact the classification units of the National Personnel Authority in order to expedite the details of this program. It was further suggested that the qualifications concerning each level in the tax investigation series be fully described.

4. To some extent the manner of operation of the National Personnel Authority concerning classification matters was discussed. It was pointed out that to a certain extent its operations would be decentralized. The National Personnel Authority would set up standards, forms, uniform

procedures, uniform rules and regulations, but it would be the responsibility of the various operating agencies to carry out these details through their own operating personnel offices. It was suggested that Mr. Monroe's employee group initiate a contact with the NPA through the Personnel Office of the Ministry of Finance.

5. In connection with the various classification problems brought up by Mr. Monroe, the relationship of a general classification plan to a compensation plan was briefly touched upon.

6. Mr. Monroe stated that, in the near future, it was likely that the Taxation Bureau may become a semi-autonomous outer Bureau. In such event, it would be likely that this bureau would then have its own individual personnel office. He was informed that such an office would most likely carry out its contacts with the NPA through the personnel office of the Ministry of Finance. It was further pointed out to him that the National Personnel Authority was carrying out a continuing program of training for the personnel employees of the various agencies with which it had contact. When he requested that some of the employees in the Taxation Bureau be permitted to attend this training program, he was referred to Mr. Tindale. Mr. Monroe indicated the current classification levels among taxation workers and stated that, in his opinion, the present classifications were in a considerable state of diffusion. Mr. Monroe probably could contribute considerable information which would be useful in the classification of positions in the Taxation Bureau of the Ministry of Finance. However, at this time, it was deemed inexpedient to delve in considerable detail upon this fund of potential knowledge.

Walter P Domanowski

WALTER DOMANOWSKI
Classification Specialist

Files
I. 4.

CIVIL SERVICE DIVISION
Government Section

March 4, 1949

MEMORANDUM FOR: Mr. MacDonald Salter, Chief
Classification and Compensation Branch

SUBJECT : Japanese occupational pattern for crafts

1. From a brief investigation of the Japanese occupational pattern for crafts, it is my understanding that a rather definite general pattern prevails in most craft fields.

2. There are definitely recognized only two levels--the apprentice (TOTEI, or KOZO, the former being the official term) and the journeyman, or fully experienced and qualified worker. The apprentice is paid a very small amount at the beginning of the apprenticeship and ordinarily receives only small increases throughout the apprenticeship period. The period of apprenticeship appears to last from five to ten years, depending primarily upon the craft. If the person has had vocational training in the public schools, he may get a little credit for that, but industry and/or the crafts apparently are reluctant to give much recognition to this training.

3. In the custodial office of the Dai Ichi Building there works an older Japanese who knows the crafts, is above average in intelligence, and speaks English. I suggest him as a possible future source of information regarding crafts.

Nora Mae Borthick

NORA MAE BORTHICK
Classification Specialist

NMB:vr

3-2488

CIVIL SERVICE DIVISION
Government Section

27 January 1949

MEMORANDUM FOR: Mr. MacDonald Salter, Chief
Classification and Compensation Branch

SUBJECT : Major Occupational Fields in the Japanese National Government

In response to your request Mr. Miyake submitted first the attached list of occupational series and later the attached list of occupational groups, which attempted to combine the related specialized occupational series. The third attachment is my revision of Mr. Miyake's second list so as to combine the related groups into larger occupational areas.

It is noted that these groupings should be considered tentative and used only for the purpose of broad planning. Since they were arrived at most unscientifically, they should not be adopted as a part of the basic structure of the position-classification plan. The list of occupational series was obtained from the liaison officer of the classification section of each ministry or agency, who was given as a check list an out-of-date copy of the list of series titles under the U. S. Federal position-classification plan. Mr. Miyake stated that the personnel people at the ministry level were not too familiar with the work at the lower levels and he felt that in order to obtain accurate information, the NPA classifiers should have time to make a study at the bureau level. The system of titles used by the Japanese Government is of no value whatever in making an analysis of occupational areas.

In regard to my revision of Mr. Miyake's list of occupational groups, I wish to call attention to the following. Item 29, Psychology, has been placed under Education only. Psychiatrists in the Ministry of Public Health and Welfare are included in the Medical, Hospital, and Public Health Group. I am not sure just what psychologists are found in the Office of Attorney General.

I have placed the museum-type craft work of Item 31 under the Anthropology and Museum Group and any other "Arts" under Photography and Arts. Any craft work that is in the manufacturing field but connected with agriculture might be thrown in with Agriculture, Forestry, and Biological Science.

I haven't enough information about "Ceremonials" to know where it should go. However, I doubt if it occurs in sufficient volume to warrant a major group heading.

Nora Mae Borthick

NORA MAE BORTHICK
Classification Specialist

NMB:jb
Attachment

TENTATIVE LIST OF OCCUPATIONAL FIELDS REPRESENTED IN JAPANESE GOVERNMENT

Economics, Political Science, and Foreign Affairs
- Politics & Economics (1)

Statistics
- Statistics (35)

Legal
- Legal (2)
- Judicial (3)

Education
- Education (4)
- Psychology (29)

Anthropology and Museum
- Archaeology & Anthropology (5)
- Arts & Crafts (31)

Agriculture, Forestry, & Biological Science
- Agriculture (6)
- Forestry (7)
- Animal Husbandry (8)
- Fishery (10)
- Biology (11)

Physical Science
- Agricultural Chemistry (9)
- Metallurgy (23)
- General Chemistry (25)
- Industrial Chemistry (26)
- Physics (27)
- Meteorology & Astronomy (28)
- Mathematics (30)

Dental Science
- Dental Science (13)

Medical, Hospital, and Public Health
- Medicine (12)
- Pharmacy (15)
- Public Health and Sanitation (16)

Veterinary Science
- Veterinary Science (14)

Engineering
- Civil Engineering (17)
- Mechanical Engineering (18)
- Architectural Engineering (19)
- Naval Architectural Engineering (20)
- Electrical Engineering (21)
- Mining Engineering (22)
- Surveying (24)
- Drafting (49)

Personnel
- Personnel (32)
- Labor Standards (62)

Accounting and Auditing
- Accounts & Audit (33)

Tax Collection (?)
- Financial Affairs (34)

Savings and Insurance
- Savings & Insurance (44)

General Clerical and Administrative
- General Clerical & Administrative (36)

Inspecting and Investigating
- Inspecting (37)
- Customs (39)

Translating
- Liaison & Translation (40)

Public Information
- Editing & Publication (41)

Library and Archives
- Archives & Library (42)

Post Offices
- Postal Works (43)

Electric Communication
- Electric Communication (45)

Photography and Arts
- Photo-Technics (46)
- Arts & Crafts (31)

Stenography and Typing
Stenography & Typing (47)

Business Appliance Operating
Business Appliance Operating (48)

Supply and Procurement
Supply and Procurement (50)

Protection
Guard & Fire Fighting (51)
Police (52)

Floating Equipment
Marine Affairs (53)

Patent and Trade Marks
Patent & Trade-Marks (54)

Crafts (General)
General Craft (58)

Crafts (Machinery and Engine Operation)
(Chauffeur) Driving & Repair (55)

Crafts (Metal)
Metallic Craft (Metal) (57)

General Labor
General Labor (59)

Printing and Engraving
Printing and Engraving (61)

Domestic Activities
Domestic Affairs (56)

OCCUPATIONAL GROUP IN JAPA
(TENTATIVE GROUPING O

NO.	GROUP \ MINISTRY OR AGENCY	PRIME MINISTER'S OFFICE	FOREIGN AFFAIRS	FINANCE	EDUCATION	WELFARE AND PUBLIC HEALTH	TRANSPOR TATION
1.	Politics & Economics	xx	xx	xx	x	x	x
2.	Legal	xx	x	xx	x	x	x
3.	Judicial	x		x			xx
4.	Education	x	x	x	xx	x	
5.	Archaeology & Anthropology	x			xx		
6.	Agriculture	x				x	
7.	Forestry	x				x	
8.	Animal Husbandry	x				x	
9.	Agricultural Chemistry	x				x	
10.	Fishery	x					
11.	Biology			x		xx	
12.	Medicine	x	x	x	x	xx	x
13.	Dental Science	x	x	x	x	xx	x
14.	Veterinary Science	x				x	
15.	Pharmacy	x	x	x	x	xx	
16.	Public Health and Sanitation	x	x	x	x	xx	x
17.	Civil Engineering	x			x	x	xx
18.	Mechanical Engineering	x		x	x	x	xx
19.	Architectural Engineering	x	x	x	x		x
20.	Naval Architectural Engineering	x					xx
21.	Electrical Engineering	x	x	x	x	x	xx
22.	Mining Engineering	x					
23.	Metallurgy	x		x			
24.	Surveying						x
25.	General Chemistry			x	x		x
26.	Industrial Chemistry	x		x		xx	x
27.	Physics	x			xx		x
28.	Meteorology & Astronomy				x		xx
29.	Psychology				x		

Submitted by Mr. Miyaki, NPA, on January 24, 1949

GROUP IN JAPAN'S GOVERNMENT
IVE GROUPING OF WORKS)

E BLIC	TRANSPOR-TATION	COMMUNI-CATION	AGRICULTURE AND FORESTRY	COMMERCE AND INDUSTRY	LABOR	CONSTRUC-TION	ATTORNEY GENERAL'S OFFICE	BOARD OF AUDIT	COURT
x	x	x	xx	x	x	x	x	x	
x	x	x	xx	x	x	xx	x	xx	
xx						xx		xx	
		x				x		x	
		xx							
		xx			x				
		xx							
		xx	x						
		xx							
		xx							
x	x	x	x	x	x	x			
x	x	x	x	x	x	x			
		xx							
	x	x	x			x			
x	x	x	x	xx	x	x			
xx	xx	x	x			xx			
xx	xx	x	xx			xx			
x	x	x	x	x		xx	x		x
xx		x							
xx	xx	x	xx	x		xx	x		x
			xx						
			xx						
x		x	x			xx			
x		x	xx			x			
x	x	x	xx	x		x			
x	x	x							
xx		x				x			
	x						xx		

30.	Mathematics					
31.	Arts & Crafts				xx	
32.	Personnel			x	xx	
33.	Accounts & Audit	xx	x	x	x	xx
34.	Financial Affairs	x	x	xx	x	x
35.	Statistics			xx		
36.	General Clerical & Administrative	xx	x	x	x	xx
37.	Inspecting	x	x	x	x	x
38.	Research	xx		xx	x	x
39.	Customs	xx	x	x	x	x
40.	Liaison & Translation	x		x		
41.	Editing & Publication	xx	xx	x	x	x
42.	Archives & Library	x	x	x	xx	x
43.	Postal Works	x	x	x	xx	x
44.	Savings & Insurance					
45.	Electric Communication	x	x	x	x	x
46.	Photo-Technics	x		x	x	x
47.	Stenography & Typing	x		x	x	x
48.	Business Appliance Operating	xx	x	x	x	x
49.	Drafting	xx	x	x		x
50.	Supply and Procurement	x	x	x	x	x
51.	Guard & Fire Fighting	x	x	x	x	x
52.	Police	xx	x	x	x	x
53.	Marine Affairs	xx		x		xx
54.	Patent & Trade-Marks			x		x
55.	(Chauffeur) Driving & Repair	x	x	x	x	x
56.	Domestic Affairs	x	x	x	x	xx
57.	Metallic Craft (Metal)	x	x	x	x	x
58.	General Craft	x		x	x	xx
59.	General Labor	x	x	xx	x	x
60.	Ceremonials	x	x	x	x	x
61.	Printing and Engraving	xx				xx
62.	Labor Standards			x		x

x	x	x	x					
		x	x					
x	x	x	x	xx	x	x	x	x
x	x	x	x	x	x	x	xx	x
x	x	x	x	xx	x	x	x	x
x	x	x	x	x	x	x	x	x
x	x	x	x	xx	x			
x	x	x	x	x	x	x	x	x
		x	x					
x	x	x	x	x	x	x	x	x
x	x	x	x	x	x	x	x	x
x	x	x	x	x	x	x	x	x
	xx							
	xx			x				
x	xx	x	x	x	x	x	x	x
x	x	x	x		x			
x	x	x	x	x	x	x	x	xx
	x	x	x	x				x
xx	xx	x	xx	x	xx	x	x	x
x	x	x	x	x	x	x	x	x
x	x	x	x	x	x	xx	x	x
xx								
xx	x	x			x			
			xx					
xx	x	x	x	x	xx	x	x	x
x	x	x	x	x	x	x	x	x
xx	xx	x	x		xx			
x	x	x	x	x	x			
xx	xx	x	x	x	x	x	x	x
x	x		x					
				xx				

Classification by Grade of Key Jobs for Railway Enterprise Workers

1. Transportation

1978

Line of work / Grade	General	Business	Station yard	On-train service	Communication
1	Auxiliary worker	Station clerk			
2	Auxiliary worker	Station clerk, mechanist	Crossing watchman	Train cleaner	Apprentice telephone operator
3	Auxiliary worker	Freightman, information clerk, ticket examiner, ticket seller	Assistant shunter, pointman	Porter, freightman, apprentice conductor	Telephone operator
4	Auxiliary worker	Freightman, information clerk, guard	Crossing watchman, pointman, signal man	Porter, freightman, apprentice conductor	Telephone operator
5	Auxiliary worker	Freightman, assistant mechanist, ticket examiner	Crossing watchman, pointman, signal man	Porter, freightman, apprentice conductor	Telephone operator, telegraph worker
6	Clerk, assistant station master	Information clerk, ticket seller, freight clerk	Signal man, pointman	Porter, freightman conductor	Telephone operator, wireless man
7	Clerk, assistant station master, chief of office	Ticket seller, freight clerk, freightman's caretaker	Pointman, signal man, train operator	Freightman, conductor	Telephone operator

8	Clerk, assistant station master, chief conductor's office, station master, assistant station master	Caretaker, information clerk, railway police	Shunter, signal man	Conductor
9	Clerk, assistant station master, chief conductor's office, station master, head assistant station master		Train operator	
10	Assistant station master, chief suboffice, chief conductor's office		Train operator	
11	Station master, chief conductor's office, head assistant station master			
12	Station master (Tokyo & Osaka)			

2. Train Operation

Grade	General	Train operation	Mechanic and inspection	Maintenance work
1	Auxiliary worker			
2	Auxiliary worker		Apprentice mechanic, assistant car inspector	Engine cleaner, maintenance worker
3	Auxiliary worker, storehouse keeper	Apprentice fireman, electric engine fireman	Mechanist, assistant car inspector	Engine cleaner, maintenance worker

4	Auxiliary worker, clerk, storehouse keeper	Apprentice fireman, fireman, apprentice motorman	Mechanic, assistant mechanic, chauffer, technical clerk	Engine cleaner, maintenance worker, water tender, water tender's caretaker
5	Auxiliary worker, clerk storehouse keeper	Fireman, apprentice motorman	Mechanic, assistant locomotive car inspector	Water tender, caretaker
6	Clerk, assist. station master, storehouse keeper	Apprentice locomotive engine driver, motorman, locomotive engine driver	Mechanic, assistent technician, mechanic foreman, car inspector	Car light tender, water tender
7	Clerk, storehouse keeper, assistant station master	Electric locomotive engine driver, motorman	Mechanic foreman, mechanic, car inspector, assistant technician	Manual worker
8	Clerk, storehouse keeper, assist.station master, chief engine shed, chief electric car office, head assistant station master, chief suboffice	Electric locomotive engine driver, motorman	Mechanic foreman, car inspector	
9	Assistant station master, chief electric car office, head assistant station master	Electric locomotive engine driver, motorman	Mechanic foreman, car inspector	
10	Assistant station master, chief electric car office, head assistant station master, chief suboffice	Locomotive engine driver	Locomotive engine inspector	

11	Chief electric car office, head assistant station master

3. Motor Transportation

Grade	General	Traffic service	Driver and conductor	Repair Work
1	Handy man	Handy man		
2	Handy man	Handy man		Apprentice mechanic
3	clerk, storehouse keeper	Station clerk, handy man, freightman	Apprentice chauffeur, bus conductor	Technical clerk
4	Clerk, storehouse keeper	Station clerk, handy man, freightman	Apprentice chauffeur, bus conductor, chauffeur	Mechanic, technical clerk
5	Clerk, handy man, storehouse keeper	Handy man, freightman	Bus Conductor, chauffeur	Mechanic, technical clerk
6	Clerk, storehouse keeper, assistant chief	Station clerk, freightman	Chauffeur	Mechanic, technical clerk, mechanic foreman, automobile inspector
7	Clerk, assistant chief, storehouse keeper	Freightman, station clerk	Chauffeur	Mechanic, technical clerk, mechanic foreman, automobile inspector
8	Clerk, storehouse keeper chief, automobile office, assistant chief		Chauffeur	Mechanic foreman, technical clerk, automobile inspector
9	Chief, asst. chief, automobile office			Mechanic foreman, technical clerk, automobile inspector
10	Chief, asst. chief, automobile office			
11	Chief, automobile office			

4. Construction and Maintenance Department

Grade	General affairs	Track maintenance	Building work	Construction work
1	Handy man			
2	Handy man	Crossing watchman	Apprentice Carpentry	Apprentice mechanic, mechanic
3	Handy man, right of way man, clerk, technical clerk, storehouse keeper	Crossing watchman, forest man, lineman		Mechanic, construction man
4	Handy man, right of way man, clerk, technical man, mechanical clerk, storehouse keeper	Crossing watchman, forest man, lineman, signal repairer	Carpentry	Mechanic, construction man, tunnel man
5	Handy man, right of way man, clerk, technical man, mechanical clerk, storehouse keeper	Crossing watchman, forest man, lineman, mechanical signal repairer, forest technician, material repairer, head lineman, head forest	Carpentry, building technician, carpentry foreman	Mechanic, construction man, engineering technician construction foreman, tunnel man
6	Right of way man, clerk, technical clerk, storehouse keeper, asst. chief	Crossing watchman, forest man, lineman, mechanical signal repairer, forest technician, material repairer, head lineman, head forest, subsection foreman, foreman, mechanical signal sub-office	Carpentry, building technician, carpentry foreman	Mechanic, construction man, engineering technician, construction foreman, tunnel man

7	Right of way man, clerk, technical clerk, storehouse keeper, asst. chief, chief of construction office	Crossing watchman, forest man, lineman, mechanical signal repairer, forest technician, material repairer, head lineman, head forest, sub-section foreman, foreman, mechanical signal sub-office	Carpentry building technician, carpentry foreman	Construction man, engineering technician, construction foreman
8	Clerk, technical clerk, storehouse keeper, assistant chief, chief maintenance office, chief building office, chief of construction office	Mechanical signal repairer, forest technician, material repairer, head lineman, head forest, sub-section foreman, foreman, mechanical signal sub-office	Building technician, carpentry foreman	Engineering technician, construction foreman
9	Chief maintenance office, chief building office, clerk, technical clerk, assistant chief, chief of construction office	Head lineman, head forest, sub-section foreman, foreman, mechanical signal sub-office	Carpentry Foreman	Construction foreman
10	Assistant chief, chief maintenance office, chief building office, chief of construction office	Sub-section foreman, foreman, mechanical signal sub-office		
11	Chief maintenance office, chief building office, chief of construction office			

5. Electricity Department

Grade	General affairs	Power plant work	Transmission work	Telephone & telegraph equipment work	Repair work
1	Handy man				
2	Handy man	Apprentice mechanic, asst. mechanist	Apprentice lineman, apprentice mechanic	Apprentice lineman	Apprentice mechanic
3	Handy man, clerk, store-house keeper, guard	Asst. mechanist, asst. electridan, asst. prime engin-sub-office, mech-anist, technical clerk	Asst. electri-cian, techni-cal clerk, apprentice lineman	Technical clerk, line-man, asst. elettric signal re-pairer	Mechanic, technical clerk, asst. car light tender
4	Handy man, clerk, guard, storehouse keeper, chauffeur	Asst mechanist, asst eletrician, technical clerk, asst prime engin sub-office, mechanist, mech-anic foreman, electrician mechanic	Mechanic, asst electrician, technical clerk, apprentice lineman	Technical clerk, asst electric signal re-pairer, lineman, telephone& telegraph tender, asst electric sig-nal repairer, radio operator	Mechanic, technical clerk, mechanic foreman, asst car light tender, car light tender
5	Handy man, clerk, guard, storehouse keeper, chauffeur	Asst mechanist, mechanic, asst electrician, technical clerk, asst prime engin sub-office, mechanist, mech-anic foreman, electrician, prime engine op-erator-sub-office	Mechanic, asst electri-cian, techni-cal clerk, head lineman, mechanic foreman	Technical clerk, asst electric signal re-pairer, line-man, telephone & telegraph tender, elec-tric signal repairer, head line-man, radio operator	Mechanic, technical clerk, mechanic foreman, asst car light tender, car light tender

6	Clerk, guard, storehouse keeper, chauffeur	Asst mechanist, asst electrician, asst prime engin sub-office, mechanist, mechanic foreman, mechanic, prime engine operator sub-office, technical clerk	Mechanic, asst electrician, technical clerk, apprentice lineman, mechanic foreman	Technical clerk, lineman, foreman telephone & telegraph, tender, electric signal repairer, asst electric signal repairer, head lineman, radio operator	Mechanic technical clerk, mechanic foreman, asst car light tender, car light tender
7	Clerk, guard, storehouse keeper, chauffeur branch office	Mechanist, electrician, prime engine operator sub-office, mechanic, mechanic foreman, technical clerk	Technical clerk, mechanic, lineman, electrician, head lineman	Technical clerk, lineman, telephone & telegraph tender, electric signal repairer	Technical clerk, mechanic, mechanic foreman, car light tender
8	Clerk, chauffeur, chief electric light & power office, chief power plant station, chief telephone & telegraph equipment office, chief substation, chief car lighting, branch chief, chief radio operator	Mechanist, prime engine operator, mechanic foreman, technical clerk	Technical clerk, head lineman	Technical clerk, head lineman	Technical clerk, mechanic foreman
9	Clerk, chief electric light and power office, chief power plant station, chief telephone & telegraph equipment office, chief substation, chief car lighting, branch chief, chief radio operator	Mechanic foreman, technical clerk	Technical clerk, head lineman, mechanic foreman	Technical clerk, head lineman	Technical clerk, mechanic foreman

10	Chief electric light and power office, chief substation, chief telephone & telegraph equipment office, chief car lighting, chief radio operator	
11	Chief electric light and power office, chief substation, chief telephone & telegraph equipment office, chief power plant station, chief car lighting, chief radio operator	

6. Rolling-stock and Machinery Department

Grade	General Affairs	Field Work	Storehouse Work
1	Handy man		
2	Handy man	Assistant mechanist	
3	Handy man, clerk, guard	Assistant mechanist, assistant electrician, mechanist, assistant worker, work shop porter, assistant boiler man, technical clerk, fireman, yardman	Storehouse keeper
4	Handy man, clerk, guard	Assistant mechanist, assistant electrician, assistant worker, technical clerk, workshop porter, mechanist, boiler man, fireman, locomotive engine driver, electrician, workshop worker, assistant boiler man, yardman	Storehouse keeper, chauffeur

5	Handy man, clerk, guard	Mechanist, assistant electrician, workshop worker, assistant mechanist, electrician, yardman, boiler man, fireman, locomotive engine driver, workshop porter, assistant boiler man, technical clerk	Storehouse keeper, chauffeur
6	Clerk, guard, assistant chief	Assistant mechanist, assistant electrician, workshop porter, mechanist, electrician, yardman, boiler man, fireman, locomotive engine driver, workshop worker, inspector in workshop, technical clerk, assistant boiler man, foreman	Storehouse keeper, chauffeur
7	Clerk, guard, assistant chief	Mechanist, electrician, yardman, boiler man, workshop worker, locomotive engine driver, foreman, inspector in workshop, technical clerk	Storehouse keeper, chauffeur
8	Clerk, assistant chief, chief storehouse, assistant chief	Workshop worker, mechanist, boiler man, locomotive engine driver, inspector in workshop, technical clerk, foreman	Storehouse keeper, chauffeur
9	Clerk, assistant chief, chief storehouse	Inspector in workshop, technical clerk, foreman	
10	Assistant chief, chief storehouse		
11	Chief storehouse		

7. Material Department

Grade	General Affairs	Technical Work	Storehouse Work
1	Office boy, handy man		
2	Boy, handy man	Assistant mechanist, yardman, technical clerk	Tester
3	Handy man, clerk, guard	Assistant mechanist, assistant electrician, mechanist, assistant worker, workshop porter, assistant boiler man	Storehouse keeper, tester
4	Handy man, clerk, guard	Assistant mechanist, assistant electrician, workshop porter, assistant boiler man, electrician, boiler man, workshop worker, yardman, mechanist, assistant worker, technical clerk	Storehouse keeper, tester, chauffeur
5	Handy man, clerk, guard	Assistant mechanist, assistant electrician, workshop porter, assistant boiler man, electrician, boiler man, workshop worker, mechanist, technical clerk, yardman	Storehouse keeper, chauffeur, tester
6	Clerk, guard, deputy chief guard, chief guard	Assistant mechanist, assistant electrician, workshop porter, boiler man, car light tender, workshop worker, inspector in workshop, technical clerk, mechanist	Storehouse keeper, chauffeur
7	Clerk, guard, deputy chief guard, chief guard	Electrician, boiler man, yardman, workshop worker, inspector in workshop, technical clerk	Storehouse keeper, chauffeur
8	Clerk, guard, chief guard, chief trackage material repairshop, chief railway supplies testing depot, chief storehouce	Workshop worker, boiler man, inspector in workshop, technical clerk, mechanist	Storehouse keeper, chauffeur

9	Clerk, chief guard, chief trackage material repairshop, chief railway supplies testing depot, chief storehouse	Inspector in workshop
10	Chief trackage material repairshop, chief railway supplies testing depot, chief storehouse	
11	Chief trackage material repairshop, chief railway supplies testing depot, chief storehouse	

INTERIM REPORT ON THE TRIAL ALLOCATION

Classification Section, NPA

20. December 1949

Contents

1. Object
2. Outline of the Procedure
3. Results of the Allocation
4. Various Problems Arising from the Trial Allocation
5. Wishes on the part of Ministries
6. Opinions concerning the future Allocation.

Annexed Charts

1. Progress of Collecting Position Descriptions.
2. No. of Positions which were subject to Work Audit.
3. Rusults of Allocation by Ministries.
4. Comparison by class between the Allocation by Ministries and that by NPA.
5. No. of Positions Allocated by Class.
6. Comparison between Tentative Allocation, Allocation by Ministries, and Allocation through Work Audit.

1. Object

A. To test the correctness and utility of the class descriptions prepared.

B. To establish the program of allocation business.

(a) To study the plan and method to be adopted by NPA.

(b) To judge the range of referring the authority of allocation to ministries.

2. Outline of Procedures

Sept. 7 Established the work program and started the study.

Nov. 22 Finished the collection of position descriptions.

Nov. 22 Finished the analysis of position descriptions and tentative allocation.

Nov. 10 Established the program of work audit and started the survey.

Dec. 5 Finished the work audit for the Central Office of NPA.

Dec. 7 Received the business report from the assigned branches.

3. Results of the Allocation

A. Results of Allocation by each Ministry.

B. Comparison of Allocation by Ministries and that by NPA.

C. Number of Allocated Positions.

D. Comparison of Allocation, Tentative, by Ministries, and After Work Audit.

4. Various Problems Arising from the Trial Allocation.

(1) Most of the Position Descriptions were returned to us too late, because of their business.

(2) Some of the incumbents imitated the words and phrases in the class descriptions.

(3) Incompleteness of the class descriptions.

The terms used in the class description are not always uniform.

Some ministry argues that the class description does not match the actual condition of work.

The others asked us to give them (1) the concrete examples of work involved in each class, (2) explanation of terms, etc.

5. Wishes on the part of Ministries.

(1) To prolong the term of the survey.

(2) To delegate the authority of allocation to each ministry, because NPA does not have enough time and ability to allocate every positions in the ministries.

(3) a. To decrease the number of position description copies to submit to NPA

b. To revise the form of position description forms more concisely.

c. To decrease the number of incumbents who must write position description, espicially when many are doing the same or similar work.

(4) To train classification officers about allocation.

6. Opinions concerning the future allocation.

(1) At present it is not desirable to delegate the authority of allocation to ministries. (See the Annexed Chart No. 4)

(2) The allocation capacity of NPA (per day)

A. Photography 20 positions by one classifier.

B. Dental Technician 42 positions by one classifier.

(3) Others.

A. The occupations to be surveyed should be selected by occupational groups.

B. The survey of the number of positions included in each occupation should be conducted before allocation.

C. The classification officers should be trained

D. The training conference should be held on position-Classification plan.

E. Class descriptions should be reviewed in advance.

F. The organizational code number of each ministry should be prepared in advance.

Jun Kaneko

10 Pm
11/6/49

September 30, 1949

To: Civil Service Division, GS, GHQ, SCAP

Subject: Presentation of Explanatory Series of Services

Dear Sir

These Explanatory Series were presented by Chief of the Communications Labor Investigation Section of the Ministry of Communications on March 8th of this year in Japanese language as data for reference. Then Mr. W. Pierce MacCoy required to submit above mentioned series after translated in English saying that these series are Valuable as referential data for allocation based on position classification system.
As the translation has been completed we submit now.
In our hurry, some inattentive and insufficient matters as to translation and printing may be found in the series. We desire you will read them by guess.
Moreover, on June 1, the Ministry of Communications was divided into two ministries, one is the Ministry of Telecommunications and the other is the Ministry of Postal Services. Accordingly the Communications Labor Investigation Section was also included in these ministries on an occasion of reorganization at that time.
In the MOTC, the Investigation Unit of Administration section. Minister's Secretariat has begun its service anew. We do hope the Civil Service division will lead us hereafter.

Names of copies

1. Explanation of Services (Telephone Service)
2. Description of Services (Telegraph Service)
3. Description of Services (Telecommunican Works Service)
4. Report No. 1, on The Measurement of Physical Work in MOC Business. (Works at Telephone Section for Allied Forces, Tokyo Telecommunications Engineering Office)
5. Report No. 6, on The Measurement of Physical Work For MOC Business. (Wave Measurement)
6. Report No. 7, on The Measurement of Physical Work For MOC Business. (Aviation Aids)

We submit here with each ten copies above mentioned which are concerned to MOTC.

Furthermore, if you have the following data we beg to request one each copy of them in order to utilize for the purpose of improvement in both labor affairs and personnel administration.

1. Situations of Labor Movements of Public Officials in the U S A.

2. Situations of Public Officials Union in U S A.

3. Affairs as to Grievance Machinery of Public Officials in U S A.

4. History of Union Movements of Public Officials in U S A.

5. Situations of Labor Movements in the Public enterprises (or Public Utilities) in U S A.

Yours truly,

Kunehiko Kusunose
Chief of Personnel Division,
Ministers Secretariat, MOTC

Rankin
file
7-16-50

NATIONAL PERSONNEL AUTHORITY

July 26, 1949

Classification Section

To: Mr. A. C. Rankin

From: Mr. Y. Onouchi

Subject: Report on Class Title

File

We beg to inform you that on the subject to determine which of the two ways ought to be adopted, the way to begin with the upper class towards the lower class in putting number (1, 2, 3, ---) on Class Title, or, on the contrary, to begin with the lower class towards the upper class, the former way (to put Class No.1 on the upper class increasing number towards the lower class) has been determined to adopt in the conference of the commissioners of N.P.A. on July 25.

Wae - The Authority has decided to number the classes as follows: Typist I (most difficult) Typist II Typist III (least difficult)

This action was taken at the request, but contrary to the recommendation of the classification section, NPA. This is NPA's decision, not ours!

7-27-49

Supplementary Sheet (Job analysis form)

Filament fixer

I-13 Work Performed.

(1) What is done?

By the use of a spot welder and a pincette a filament is put on a anchor of a stem and then melted. The both ends of the wire is welded on the nickel part.

(2) Why is this job done?

This job is to put the filament to the stem which has an anchor, to complete the mount, and to put this into the bulb.

(3) How is this done?

One person sits by one spot welder and does this work.

Procedure:

a. By the left hand take the anchor from the mount table, by the right hand which has a pinset pick up the wire (nickel wire) and pull it a couple times in order to stretch it. (1 - 10%)

b. Cut the nickel wire in a certain length by a scissor.

c. Pick up the filament by a pinsette and pull up together the nickel wire and weld them together with a spot welder. (3 - 10%)

d. Pick up the filament with a pincette and pull it around the anchor one by one. (3 - 10%)

e. Pick up the other end of the filament and weld it together with the nickel wire like done in (c).

f. With a pincette correct the anchors space and other errors. (2 - 10%)

g. With the left hand put the completed mount on the mount table. (1 - 5%)

(Incidental Work)

Transfer of the stems with the anchor. The transfer of the completed mount is done by other people, but to make his own work convenient the vacant mount table and the completed mount table is changed around from 5 to 6 times per hour.

Supplementary Sheet (2)

III. Performance requirement.

19. Responsibility

This work is the most important work for the light bulb. Whether this bulb is good or bad all depends on this work. So if one of these is broken it will mean the loss of 1.40 yen which is the original cost. If this uncompleted filament is shut up in the buld the whole course of tasks will be the loss which is 12.50 yen. On this job there is no inspections so whether the product is good or bad all depends on the maker and he is responsible for it. And if this work is not done right and with a certain speed the whole work will not be able to operate. It will be a great loss to the whole production.

20. Job Knowledge.

1. How to run the spot welder and to repair the machine is the important part which everybody in this job has to know.

2. The classification of the filament cannot be classified so easy by the size, but this worker will have to be able to recognize it definitely.

3. Will have to be able to recognize the correct form of the fixed filament anchor and nickel line.

4. The welding point of the filament and nickel line should be just right in order to keep the right brightness and to have the bulb last long. Furthermore it is important to know the form it has to follow.

21. Mental application

Other tasks of the bulb manufacture is done by machinery, but this task only is done by hand, and it affects the other tasks so much that it has to be done swiftly, accurate and without mistake. A long period of strain and caution is necessary.

22. Dexterity and Accuracy.

1. The welding point will always have to be correct. Any kind of mistakes are forbidden.

2. If the welding is not done right after the bulb is completed the filamentcomes off and it will not last long.

3. When the worker stretches the line he will have to be careful so as not to break the stem.

4. The filament is easily breakable and should not be touched by oil so the pincette is used at all times. Even if it has a little defect it will be the cause of the damage of the whole bulb.

5. Each filament should be welded within at least 12 seconds or 15 seconds.

6. The percentage of eligible goods compared to the raw material should be between 95 - 98%

IV. Comments

23. Equipment. Spot Welder (treader electric welder)
single.....100 V 1 KA
Manufactured by Seiden-sha
It is also called SPOT
It is formed by two electrodes (negative and positive) and is fixed so it would come together in the middle.
The size is 8 m/m and is a tread machine.

Material. Stem with anchor.

This is a stem of a light buld, stem is made from glass in this glass there are two lines. 3 anchors are planted in the end of this stem.

Anchor.
This is a filament of molybdenum which is 35/1000 - 50/1000 inch by diameter which keeps the filament in order.

Filament. This is the radiation of the light bulb and is made of tungsten wire which is coiled and radiated.

Mount When a filament is connected to a stem with an anchor it is called a mount.

Supplies. Mount table
This is a table which is able to hold 50 stems with anchors.

Pincette

24. Definition of terms.

Budomari.....The percentage of eligible goods compared to the raw material issued.

Bulb.....Glass ball

25. General Comments

A factory which produces 10,000 light bulbs per day possesses 8 - 10 spot welders.

(I-7) This work is a very delicate work and have to be fast too, it needs much patient to keep on doing the same work for a long time so female workers are much better than male workers.

(II-16) This work can be done if anybody is normal, but to be skilled it needs practice and there is a big difference between the unskilled and the skilled.
They are classified as follows:

Production per person per day (8 hours per day)

3 months experience	approx.	500 - 700
12 months experience	"	1,400 - 1800

Normal workers will have to make at least 1,500 per day but skilled workers make more than 2,000

Furthermore, the number of bulbs mentioned above are 100 w or smaller, so in the case of bigger 200 w or 300 w bulbs there is a change.

(II-18-D)
In transfering around in the factory the supplement is done from the anchor fixer or stem inspector. The workers for this job, according to the work has to be very skillful and intelligent so most of the best people are gathered here. It is very seldom when anybody transfers from this job to another, but the stem inspector, anchor fixer has a very deep connection.

(III-19) Responsibility

The loss of 1.40 yen per bulb is the raw material price for the stem anchor and filament and does not include the wages of the workmen. The fixed price of the 40w 60w light bulb is 14.20 yen for one.

G.H.Q

Ribo

THE LIST OF OCCUPATIONAL GROUP & OCCUPATION TITLE

1 October 1950

Position Classification Section, Compensation Bureau

NATIONAL PERSONNEL AUTHORITY

Note:

(1) The occupations to be created hereafter are included in this List.

(2) The titles of occupations in this List are created on or before 21 September 1950.

(3) The code numbers enumerated under are used in this List.

major classification	medium classification	minor classification	
2	0	0 5	- 1
denotes title of occupational group		denotes title of occupation	order number of Class Description

The titles of occupations are denoted by odd numbers.

		Group Title
General	1	Imperial Household
	2	House Keeping
	3	Maritime Affairs
1. Craft & Labor	1	General Working
	2	Making, Repairs & Inspection (General)
	3	" " " (Metals)
	4	Operating
	5	Miscellaneous Office Appliance Operating
2. Medical Science & Engineering	1	Medical Profession
	2	Medical Pharmaceutical Affairs
3. Physical Science & Engineering	1	Engineering
	2	Physical Science
4. Agriculture & Biology	1	Agriculture
	2	Animal Husbandry & Biology
	3	Fishery Science & Forestry
5. Law	1	Law
	2	Patent
6. Fiscal Administration & Industrial Economics	1	Fiscal Administration
	2	Industrial Economics
	3	Communication & Transportation Menagement

7. Education & Art & Science	1	Education ~~Transportation~~ Management
	2	Art and Science
8. Social Guarantry & Police	1	Social Guarantry & Labor Reretion
	2	Police
	3	Inspection
9. Administration & Clerk	1	Clerk
	2	Personnel
	3	Accounting & Procurement
	4	Administration

Occupation Title

0100 Imperial Household

0101	Imperial Housekeeping
0103	" Musician
0105	Ceremonies
0107	Hunting & Fishing
0109	Footman
0111	Mausoleum Custodian

0200 House Keeping

0201	House Maid
0203	Tailor
0205	Laundry
0207	Cooking
0209	Home Economics Adviser
0211	Waiter
0213	Beautician
0215	Kindergartner
0217	Barber

0300 Maritime Affairs

0301	Deck Worker
0303	Fishing Vessel Mate
0305	Maritime Officer (Navigeting)
0307	" " (Engine)
0309	Engin Operation (Marine)
0311	Ship Steward
0313	Marine-Sweeping

1100 General Working

1101	Stone Masonry
1103	General Labor
1105	Building Maintenance
1107	Janitor
1109	Test Boring
1111	Signal Man
1113	Fishing Labor
1115	Diving
1117	Charcoal Making
1119	Gardening

1121	Farriery
1123	Afforestion
1125	Carpentry
1127	Cable Setting
1129	Track Maintenance
1131	Electrician
1133	Animal Raising
1135	Scafolding
1137	Construction Working
1139	Farm Labor
1141	Pipe Fitting
1143	Logging
1145	Warehouse Management (Grain)
1147	Mail & Telegram Carrying

1200 Makings, Repairs & Inspection (General)

1201	Blue Printing
1203	Brewing
1205	Printed Matters Inspection
1207	Belt Conveyer Keeping
1209	Chemical Crafts
1211	Paper Machine Operation
1213	Paper Handling Machine Operation
1215	Glass Working
1217	Mechanical Printing
1219	Paper Making Machine Operation
1221	Wooden Pattern Making
1223	Prosthetic Technician (Limbs)
1225	Weaving
1227	Type Setting
1229	Mineral Thin Section Making
1231	Dental Technician
1233	Commodity Inspection (Silk)
1235	Photography
1237	Handicraft (General)
1239	" (Paper Making)
1241	" (Textile)
1243	" (Sculpture)
1245	" (Ceramics)
1247	Paper Materials Making
1249	Vacuum Tube Manufacturing
1251	Saw Mill Working
1253	Silk Reeling
1255	Book Binding
1257	Dyeing & Finishing
1259	Telephone Installing & Repairing
1261	Painting
1263	Leather Working
1265	Carpentry (Ship)
1267	Spinning
1269	Furniture Making
1271	Mail Bay Repairing
1273	Lens Working

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1300 Making, Repairing & Inspection (Metals)

1301 Rolling Machine Operation
1303 Medical Instrument Operation
1305 Type Casting Machine Operation
1307 Coin Inspection
1309 Mechanist
1311 Lynotype Operating
1313 Engraving Machine Operation
1315 Machine Press Operation
1317 Measuring Instruments Working
1319 Plate Engraving (Securities)
1321 " " (Map)
1323 Machine Assembling
1325 Motor Vehicle Repairing
1327 Office Appliance Repairing
1329 Handicraft (Metal)
1331 " (Cloisonne)
1333 Boiler Making
1335 Forge Working
1337 Foundry Crafts
1339 Duplicate Plate Making
1341 Electorogilding
1343 Metallurgy Crafts
1345 Welding

1400 Operating

1401 Motion Picture Projection
1403 Locomotive Operation
1405 Boiler Operation
1407 Construction Equipment
1409 International Telephone Operating
1411 Internal Telephone Operating
1413 Floating Equipment Operating
1415 Chauffeuring
1417 Elevator Operation
1419 Stationary Engine Operation
1421 Furnace Operation (Gas & Coke Production)
1423 Telegraph Operating
1425 Radio Operating
1427 Telephoto Machine Operation
1429 Radio Regulatory Monitoring

1500 Miscellaneous Office Appliance Operating

1501 Key Punch Operating
1503 Mechanical Tabulating
1505 Calculating Machine Operating
1507 Miscellaneous Office Appliance Operating
1509 Typist (Roman)
1511 " (Japanese)

2100 Medical Profession

2101 Medical Officer (General)
2103 " " (Ophthalmology)
2105 " " (Surgery)

2107	Medical Officer	(Tuberculosis)
2109	" "	(Quarantine)
2111	" "	(Obstetrics & Gynecology)
2113	" "	(Oto-laryngology)
2115	" "	(Pediatrics)
2117	" "	(Orthopedics)
2119	" "	(Psychiatry)
2121	" "	(Internal Medicine)
2123	" "	(Dermato-Urology)
2125	" "	(Radiology)
2127	" "	(Leprosy)
2129	Medical Technician	(~~Lprsy~~) Radiology 80.
2131	" "	(Therapeutics)
2133	Nurse	(Clinical)
2135	"	(Midwife)
2137	"	(Public Health)
2139	Dental Officer	

2200 Medical Pharmaceutical Affairs

2201	Medical Officer	(Laboratory)
2203	" "	(Jurisprudence)
2205	Medical Science Aid	
2207	Nutrition Science	
2209	Dietetician	
2211	Medical Technician	(Autopsy)
2213	Prisoner Classification	
2215	Hospital Management	
2217	Pharmacology	
2219	Pharmacy	

(See 9400 Medical Affairs Management)
(" " Pharmaceutical Affairs Management)

3100 Engineering

3101	Safety Engineering	
3103	General Engineering	
3105	Printing Engineering	
3107	Mechanical Engineering	(General)
3109	" "	(Research)
3111	Metrology Engineering	
3113	Architectural Engineering	
3115	Engineering Drafting	
3117	Engineering Aid	(Mechanical)
3119	" "	(Architectural)
3121	" "	(Mining)
3123	" "	(Textile)
3125	" "	(Shipbuilding)
3127	" "	(Surveying)
3129	" "	(Telecommunications)
3131	" "	(Electrical)
3133	" "	(Civil)
3135	" "	(Metallurgy)
3137	" "	(Ceramics)
3139	Air Lines Engineering	
3141	Industrial Arts Engineering	
3143	Mining Engineering	
3145	Traffic Engineering	
3147	Commodity Identification	

3149 Commodity Inspection (Sundry)
3151 " " (Textile)
3153 Hydrographic Engineering
3155 Textile Engineering (Filature)
3157 Paper Manufacturing Engineering
3159 Textile Engineering
3161 Ships Inspection
3163 Shipbuilding Engineering
3165 Surveying Engineering
3167 Cartographic Drafting
3169 Telecommunication Engineering
3171 Electrical Engineering (General)
3173 " " (Research)
3175 Civil Engineering
3177 Fuel Engineering
3179 Physical Exploration
3181 Metallurgical Engineering
3182 Ceramic Engineering

See 9400 Civil Engineering Planning
" 4100 Agricultural Engineering

3200 Physical Science

3201 Alcohol Zymology
3203 Oceanography
3205 Chemistry
3207 Meteorology
3209 Navigational Science
3211 Mathematics
3213 Geophysics
3215 Geology
3217 Geography
3219 Astronomy
3221 Stochastics
3223 Physics
3225 Insurance Actuary
3227 Physical Science Aid (Alcohol Zymology)
3229 " " " (Oceanography)
3231 " " " (Chemistry)
3233 " " " (Meteorology)
3235 " " " (Calculation)
3237 " " " (Geology)
3239 " " " (Physics)

(See Genetics 4200)
" Agricultural Meteorology 4100)
" Agricultural Chemistry 4100)

4100 Agriculture

4101 Staple Foods Inspection
4103 Soil and Fertilizer
4105 Agriculture (General)
4107 " (Horticulture)
4109 " (Crop)
4111 " (Plant Pathology & Entomology)
4113 Agricultural Aid
4115 Agricultural Meteorology

4117	Agricultural Engineering
4119	" Chemistry
42	
	4200 Animal Husbandry & Biology
4201	Genetics
4203	Viterinary
4205	Viterinery Aid
4207	Hunting Research
4209	Animal Husbandry
4211	Animals Training
4213	Sericulture
	4300 Fishery Science & Forestry
4301	Landscape Architecture
4303	Fishery Science
4305	Fishery Science Aid
4307	Forestry (General)
4309	" (Silviculture)
4311	" (Production)
4313	Forestry Aid
	5100 Law
5101	Trial Examining (Maritime Law)
5103	Trial Attorney (" ")
5105	Public Procurator
5107	Procuration Secretary
5109	Trial Attorney (Trade)
5111	Judicial Research
5113	Court Marshall
5115	Juvenile Investigation
5117	Personnel Equity
5119	Attorney
5121	Legislative Reference
5123	Legislative Research
	5200 Patent
5201	Design & Trade Mark Examining
5203	Patent Administration
5205	Patent Examining
5207	Trial Examiner (Patent Law)
5209	Patent Attorney
	6100 Fiscal Administration
6101	Monetary Management
6103	Fiscal Management
6105	Customs Affairs (General)
6107	Tax Affairs (General)
6109	" " (Investigation)
6111	" " (Collection)
6113	Budget Administration

6200 Industrial Economics
6201 Political Economics
6203 Postal Life Insurance Management
6205 Business Economics
6207 Mining Management
6209 Industrial Management (General)
6211 " " (Chemistry)
6213 " " (Mechanics)
6215 " " (Metals)
6217 " " (~~Fibre~~) Textile.
6219 " " (Vessels)
6221 Fishery Economist
6223 Postal Saving Management
6225 Electric Power Management
6227 Agricultural Economics
6229 Price Control
6231 Foreign Trade Mamagement
6233 Forstry Economics

6300 Communication & Transportation Management
6301 Communications Field Service Management
6303 Telecommunications Management
6305 Telecommunications Service Management
6307 Special Post Office Management
6309 Postal Services Management
6311 Postal Management
6313 Transportation Management (Maritime)
6315 " " (Railway)
6317 " " (Highway)

7100 Education
7101 Student Guidence
7103 Educating (School Management)
7105 Education Administration
7107 Educational Research & Instruction
7109 General Knowledge Instruction
7111 Professional Educating (Marine Engine)
7113 " " (Navigation)
7115 " " (Natural Science)
7117 " " (Civilization)
7119 " " (Gymnastics)
7121 Juvenile Correction & Protection
7123 Higher Professional Education (Mechanical Engineering)
7125 " " " (Navigation)
7127 " " " (Civilization)
7129 " " " (Marine Manufacturing)
7131 " " " (Natural Science)
7133 Arrest Technique Instruction
7135 Training Ship Education (Engine)
7137 " " " (Navigation)
7139 " " " (Wireless Operation)

7200 Art & Science

7201 Linguistics
7203 Librarian
7205 Historical Research
7207 Demography
7209 Piano & Organ Tuning
7211 Museum Management
7213 Fine Arts
7215 Fine Arts Repairing
7217 Illustrating
7219 Facsimile
7221 Model

8100 Social Guaranty and Labor Relation

8101 Social Welfare
8103 Social Insurance
8105 Seamen's Labor Management (General)
8107 Employeement Security
8109 Labor Administration

8200 Police

8201 Maritime Police (General)
8203 " " (Engine)
8205 " " (Navigating)
8207 " " (Wireless)
8209 Identification (General)
8211 Identification (Finger Print)
8213 Diet-Police
8215 Correction & Rehabilitation
8217 Police
8219 Light-house & Beacons keeping
8221 Guard
8223 Fire Prevention Instruction
8225 Bailiff
8227 Parol & Probation
8229 Narcotics Control

8300 Inspection

8301 Economic Inspection
8303 Information Investigation
8305 Personnel Investigation
8307 Customs Affairs Inspection
8309 Seamen's Labor Management (Standerd Inspection)
8311 Postal Services Inspection
8313 Labor Standard Inspection (General)
8315 " " " (Safety)
8317 " " " (Sanitation)

9100 Clerk

9101 General Clerk
9103 Court Clerk (Maritime)
9105 Postal Life Insurance Clerk
9107 Messenger
9109 Cash Accounting Clerk
9111 Proof Reading
9113 Court Clerk (General)
9115 Abacus Clerk
9117 Customs Affairs (Permission)
9119 Shorthand Reporter

9121	Postal Savings Management Clerk
9123	Postal Savings & Insurance Canvassing
9125	Telecommunication Clerk
9127	Interpreting
9129	Statistical Clerk
9131	Patent Application Examination
9133	Coding Clerk
9135	Editing
9137	Legal Clerk
9139	Translating
9141	Postal Clerk

9200 Personnel

9201	Pension
9203	Compensation
9205	Training
9207	Position Classification
9209	General Personnel Administration
9211	Personnel Examination
9213	Maritime Officer Examination (Engine)
9215	" " " (Navigation)

(See Personnel Investigation 5300)

9300 Accounting & Procurement

9301	Accounting
9303	Auditing
9305	Cost Accounting
9307	Property Management
9309	Sales Business
9311	Warehouse Management
9313	Procurement

9400 Administration

9401	Medical Affairs Management
9403	General Administration
9405	Foreign Affairs
9407	Horse Race Management
9409	Public Information
9411	Land Planning
9413	Pharmaceutical Affairs Management

Files
new file
I. 7
(Occupational Fields)

NATIONAL PERSONNEL AUTHORITY

January 18, 1949

To: Mr. MacDonald Salter

From: Miyake Taro, Chief of Classification Section,
National Personnel Authority

Subjects: On the recent Survey of Occupational Fields

The recent survey of occupational fields was performed under the following procedures: —

1. Classifiers in charge of surveying a paticular ministry or agency went to that ministry or agency to survey occupational fields that exist there on the bases of their own knowledge on personnel administration acquired before. People in each ministry were not asked to answer questions through official procedures.

2. While surveying, classifiers referred to the following two documents: —

,a. "Outline of Position Classification Plan showing Division of Services into Occupational Groups and Series of Classes."
(One of the text-books of the late advanced training course)

b. "List of Position Titles obtaining in Japanese Government till May of 1946."

Remarks: Since Aprillof 1946, all employees in Japanese Government has been divided into only three

large groups; viz, secretaries, technicians, and teachers. But till then each ministry or agency had its own titles for special or professional types of jobs.

If we had asked officials in each ministry or agency to express their openions regarding occupational fields according to the custom of administration in our country, they would have overestimated the importance of the occupational fields thus decided, consequently becoming too cautious to finish the survey in short period. Moreover we are afraid that their method of deciding different occupational fields might have been based on false basis of organizational units. These are the reasons why we followed the procedures mentioned above.

The abouve statement leads us to the conclusion that in final decision of occupational fields we must talk it over with people in each ministry, letting them express their openions freely, and at the same time making them fully understand what we thinks. So it is desired to bear in mind that the recent survey is only a preliminary step toward the final decision. We believe that to attain satisfactory results, this kind of survey should be made by us in every section of each ministry or agency. It is not sufficient to hear openions of people in personnel or secretariat sections in each ministry or agency who know nothing

but the three large groups mentioned above. After reading what we have stated above, you will surely have understood the reason why the recent survey has not been performed with entirely satisfactory results. We hope you will grant it.

The Plan of ~~Occupational~~ Job Analysis for 1948

(D r a f t)

(1) Monthly Planning Table for Occupational Analysis.

Month	Days	Contents
Apr.	In the first ten days	Revision and printing of Investigation card and entry guide: Determination of the names of industries to be analysed.
	In the middle ten days	Determination of estableshments to be analysed (confirmation of the content of their enterprises). Selection of analysts for establishments.
	In the last ten days	Official announcement of the appointment of analysts. Notes:- Liaison with PESOs.
May.	In the first ten days	Selection and official announcement of the appointment of analysis instructors.
	In the middle ten days	Analysis instructors' meeting. (1) Lecture meeting (2) consultation meeting for each branch.
	In the last ten days	Start in analysis.
Jun.		Analysis month.
Jul.	In the first ten days	The Interim Meeting by Analysis Instructors
Aug.		Analysis month.
Sep.		"
Oct.		"
Nov.	In the last ten days	Analysis completion.
Dec.		Completion & Presentation of Occupational Comment Book (Report Book).
Jan.		Final arrangement of analysis for the year.
Feb.		Printing of Occupational Comment Book.
Mar.		

(2) The names of 60 industries:- (Decided by the Committee of the members of Labor Standard, Women's and Miner's, Labor Administration, Labor Statisties and Research, and Employment Security Bureax.)

See:- the Affix No.1.

(3) The names of Establishments by Enterprises See:- The Affix No.2

(4) Selection of analysis instructors

1. Selection from:-
Private specialists (about 20),
Namely,
Tokyo area (12)
Osaka " (4)
Nagoya " (4)
Other " (none)

2. Duties:-
(a) Analysis.
(About 10 analysts are to be selected from each establishments)
(b) Writing for Occupational Explanation.

AFFIX No. 1

THE NAMES OF INDUSTRIES UNDER
OCCUPATIONAL ANALYSIS FOR 1948.

Remarks: "A" marks the continuation from last year.
"B" Marks industry on the analysis reserve list.

(A) 1. Electrical communication instruments mfg (wireless apparatus)

(A) 2. Iron refining and basic ferrous stuffs mfg.
by serial process.

(A) 3. Roofing

(B) 4. Silkworm egges.

(B) 5. Drift net fishing.

6. Copper mineing.

7. Quarrying

8. Plastering work.

9. Electric wiring work .

10. Copper refining and basic copper stuffs mfg.

11. Electric wire and cable mfg.

12. Iron second products processing.

13. Internal combustion engine mfg.

14. Piston-ring mfg.

15. Agricaltural machine mfg.

16. Rail road car mfg.

17. Mfg. of parts and fittings of railroad car.

18. Automobile mfg. (Including body mfg.)

19. Mfg. of parts and fittings of automobiles.

20. Steel-shipbuilding.

21. Wooden vessel building.

22. Optical mfg. (camara) and watch-maker.

23. Bearing mfg.

24. Medical drug mfg.