GHQ/SCAP Records(RG 331)
Description of contents

THE NATIONAL ARCHIVES OF THE UNITED STATES

(1) Box no. 2038

(2) Folder title/number: (14)
National Personnel Authority - Regional Offices

(3) Date: Feb. 1949 - May 1950

(4) Subject:

Classification	Type of record
324	c, e

(5) Item description and comment:
With a List of Papers

(6) Reproduction: Yes No

(7) Film no. Sheet no.

File Under REGIONAL OFFICES Page

NO.	FROM	DATE	TO	SYNOPIS
1		10 Feb 49		Survey on Present Premises of Regional Offices
2	Salter	21 Feb 49	MacCoy	Regional Offices
3	NPA	8 Apr 49	Roser	Construction of New Building for Regional Offices
4	Sato	3 Jun 49	MacCoy	Report on the Proceedings of the Conference of Regional Office Chiefs
5		6 Oct 49		Position Description - Chief of Regional Office
6	Bettis	12 Dec 49	M/R	Conference, NPA Regional Personnel, December 14, 15, and 16.
7	Sato	10 Mar 50	MacCoy	Re Conference of Chiefs of Regional Office
8	Peterson	16 Mar 50	M/R	Delegation to Regional Office Chiefs
9	Hayashi	16 May 50	MacCoy	Comments and Suggestions on NPA and Its Regional Offices
10	DeAngelis	22 May 50	M/R	Regional NPA Offices
11	Shirven	23 May 50	Br Chiefs	Delegation of Authorityto NPA Regional Offices

CIVIL SERVICE DIVISION
Government Section

May 23, 1950

MEMORANDUM FOR: Messrs. Gordon W. Peterson
MacDonald Salter
Albert R. DeAngelis
Hidekasu Hayashi
Walter P. Domanowski
Joseph Speicher
Harwood Hoover
Thomas K. Tindale
Helen Machin

SUBJECT : Delegation of Authority to NPA Regional Offices

The attached proposal concerning delegation of additional functions and authority to the Regional Offices of NPA has been received from the Bureau of Administration.

Your review and comments are requested, if possible, not later than 1 June 1950.

MAYNARD SHIRVEN
Chief, Examination Branch

MS:vr

MATTERS TO BE DELEGATED TO CHIEFS OF
REGIONAL OFFICES OF THE N.P.A.

(Prearranged Matters, 1950, 19 May)

Bureau	Matters to be Delegated	Name of Regional Offices which receive the Delegations
Bureau of Recruitment	1. To certify the eligibles to the positions of pay grade 3 and 4, or those equivalent thereto. 2. To conduct examinations, and recruiting of qualified persons and scoring with regard to the examinations. 3. To review concurrent appointment of employees, appointment of part-time employees, appointment in profit-making enterprises and conditional appointment of employees.	Each Regional Office
	4. To certify the eligibles to the positions of pay grade 5 in the area of jurisdiction of Tokyo Regional Office. 5. Works relative to conducting the examinations in the area of jurisdiction of Tokyo Regional Office.	Tokyo Regional Office
Bureau of Compensation	1. Investigation and research work to be accompanied by the enacting and enforcement of Position-Classification Plan. 2. To audit payrolls. 3. Works with regard to enforcement of the law of compensation for injury and disease incurred in time of duty.	Each Regional Office
Bureau of Administration & Personnel.	1. Works of internal administration and personnel in the Tokyo Regional Offices.	Tokyo Regional Office
Bureau of Investigation	1. A part of works of basic and typical investigations relative to candidates for employment. 2. A part of works of investigations relative to real or alleged violations of the Law, rules and directives.	Each Regional Office

1. Mr. MacCoy

file

WRM 5/54

CIVIL SERVICE DIVISION
Government Section

22 May 1950

MEMORANDUM FOR: THE RECORD

SUBJECT : Regional NPA Offices

1. Mr. Takimoto, Compensation Bureau, NPA, visited the Osaka, Nagoya and Hiroshima regional NPA offices during the week May 15-20, 1950. On 22 May, 1950, Mr. Takimoto made an informal report to this office.

2. The Osaka regional office had three employees engaged in compensation duties. The Nagoya and Hiroshima offices each had two employees assigned to compensation matters.

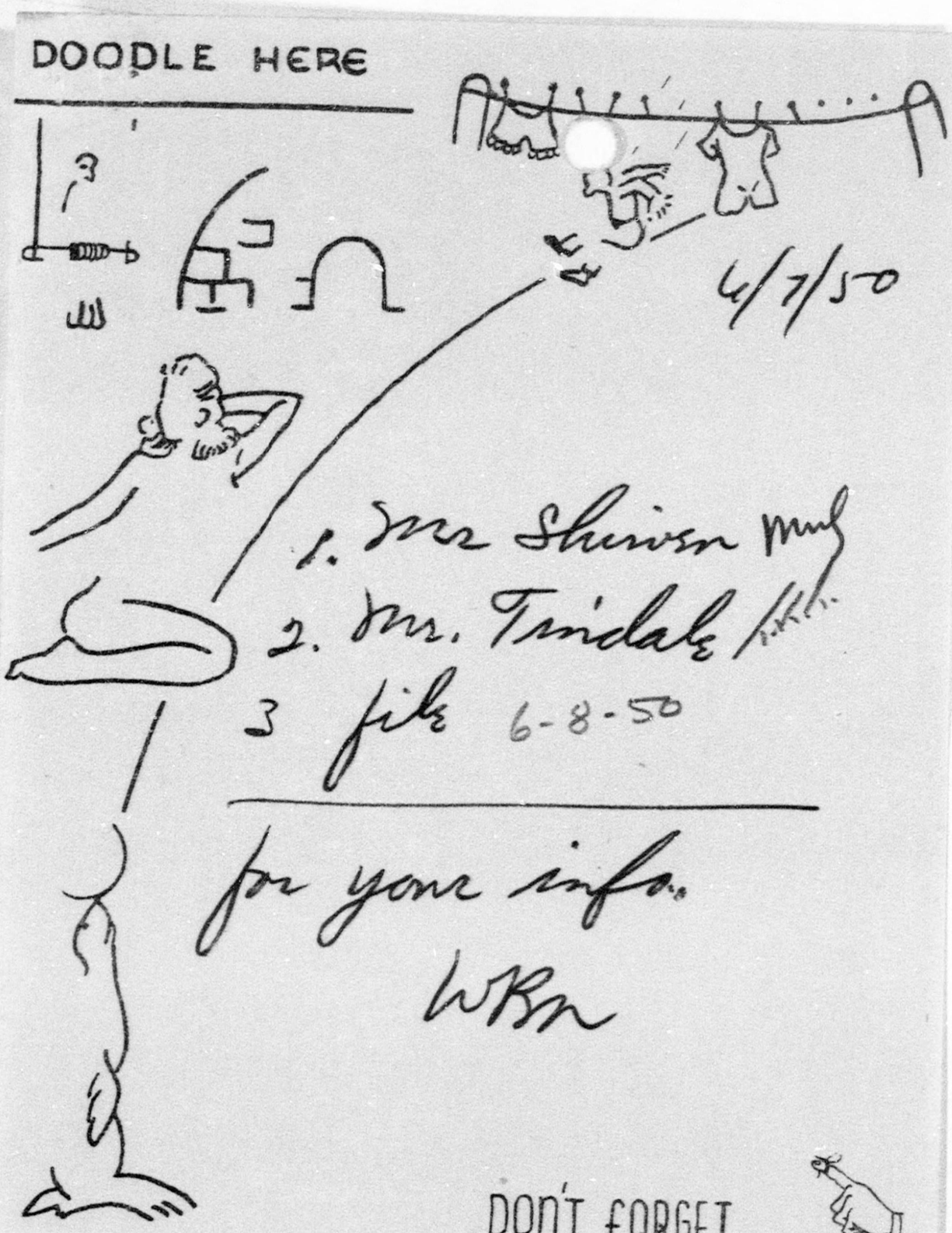
3. The small staffs at regional offices preclude the delegation of major compensation assignments such as the payroll audit of agencies located in the regions.

4. When all regional offices have been visited, Mr. Takimoto will submit a written report with recommendations.

Albert R. DeAngelis
ALBERT DeANGELIS
Compensation Specialist

ADeA:aa

DOODLE HERE



4/7/50

1. Mr Sherwin mnf
2. Mr. Tindale
3 file 6-8-50

for your info.
WRR

DON'T FORGET

CIVIL SERVICE DIVISION
Government Section

16 May 1950

file
Wilson
6/7/50

MEMORANDUM FOR: Mr. W. Pierce Mahoney, Acting Chief, Civil Service Division

SUBJECT: Comments and Suggestions on National Personnel Authority and Its Regional Offices

A. The regional offices of the National Personnel Authority

1. Location.

With the exception of Hakata office, the location of all other regional offices seems to be satisfactory.

2. Regional Office Buildings.

Sapporo, Hakata and Hiroshima should either have a new building or should move into a better office. Naturally if it is at all possible all regional offices ought to have a new building like Osaka and Takamatsu. Most of the work to be carried out by the NPA in the future will require innumerable explanations to government employees and in some cases to the general public. In order to achieve a favorable result each regional office must be equipped with a meeting room which will be large enough to accommodate at least 100 people. If such a large room cannot be added in the near future a similar facility should be readily made available. No.

3. Transportation.

Each regional office should at least have one automobile for official use. Yes

4. Personnel.

a. The Takamatsu Regional Office appears to be not fully utilizing its staff (note - This is particularly true with respect to its classification staff. This point has already been reported to Mr. Rankin).

b. On the whole most of the employees of the regional offices appear to be young in age and this fact seems to create an impression that they are not an "old hand" at the game. A well-established regional office manned by a capable, experienced and friendly staff will certainly be instrumental in winning the public's confidence in the National Personnel Authority.

5. Liaison between the Head Office and the Regional Offices.

A much closer liaison is desired between the Head Office and the Regional Offices. At present for example the Classification Weekly Reports from the Head Office take from 10 to 15 days to reach some regional offices. The Takamatsu equity hearing incident is another example which vividly shows that something should be done to maintain a closer relationship between the Head Office and the Regional Offices. (Note - Takamatsu case has already been reported to Mr. Peterson.)

6. Public relations.

a. With the exception of Takamatsu and Osaka Regional Offices, the existence of the other regional offices are not too well-known. Efforts should be made to publicize the role being played by the regional offices. The publicity work should be entrusted to a well-trained personnel for if it is handled improperly it will certainly "back fire".

b. Most government employees seem to regard the NPSL, NPA Rules etc. as a sort of weapon created solely for the purpose of placing various restrictions upon them. This erroneous concept should be corrected through properly conducted educational and publicity campaign.

c. The proper role of the government employees unions is not yet thoroughly understood. Many things which are obvious to an average American are not so for the Japanese. Before going into a complicated "employee-management relations" etc. an emphasis should first be placed upon a simple and basic matters.

d. If possible President Asai and other commissioners should visit all regional offices. Dr. Asai's recent visit to Osaka Regional Office was rather prominently publicized by the leading papers in Osaka area.

e. The regional office at all times should maintain a cordial relationship with the press. The proper reporting of the NPA's activities by the press will be of great help in enabling the public and particularly the government employees to understand the role being played by the National Personnel Authority. The public relations should be handled personally by the chief of each regional office. If it must be delegated to his subordinates then certainly it must be entrusted to his "right hand man".

B. <u>Suggestions which might be useful in establishing NPA as a sound and permanent institution.</u>

It is quite evident that the true characteristics of the National Personnel Authority is not thoroughly understood by the Japanese people. If this situation is left untouched the NPA eventually will be placed in a very precarious position by the following possibilities.

1. When and if the occupation should terminate the "old-line bureaucrats" might "gang-up" on NPA and in so doing might attempt to a bolish it completely.

2. The "old-line bureaucrats" might attempt to strip NPA's authority after the occupational forces leave Japan.

3. NPA's position might be weakened by the change in administration.

nothing new here!

In order to forestall the above possibilities the NPA should adopt the following measures.

1. To carry out an intensive publicity and educational campaign to plant in the minds of the Japanese people and particularly the government employees the unique position of the NPA. Yes

2. To encourage private industries to adopt a modern and scientific personnel administration patterned after the NPA's method. Once the public is sold on the "good points" of the NPA's method it will repel, through their representatives in the Diet, any attempt to abolish NPA or to check the authority of the NPA. not the business of NPA

3. To convince the government employees in each ministries and agencies that they benefit by the continued existence of the NPA. ?

4. To convince the Japanese people that the NPA advocates "fair play" at all times. part of #1

In order to carry out the above measures the NPA should:

1. be staffed with experienced, capable and friendly employees. Sin against Sin too

2, equip itself with a highly trained capable personnel in its public information department.

3, at all times maintain a cordial relationship with the press. yes - but be careful

C. Conclusion.

The establishment of a sound public service system in Japan appears to be a tremendous task. However, it is not an impossible one. The reformation of the public service system has been advocated in the past but it has never gained any noticeable momentum. The need for renovation is being felt more and more

among the general public and to a certain extent among the government service personnel. Embezzlement, graft, etc. involving public service personnel which are publicized daily in newspapers, etc. are causing the Japanese people to clamour for some action. The NPA's role is becoming more and more important. There is an old saying, "the iron must be struck while it is still hot". It appears as if the "iron is still hot" in Japan at present.

Hideikazu Hayashi

HIDEKAZU HAYASHI
Language Specialist

HH:aa

Jim Sassy,

but this is not a good report. It tells only what any American already knows and restates points with which we have been familiar since 1946. His previous reports have been better and more specific.

WRR
6/7/50

1 [illegible]
2. File
4-20-50

CIVIL SERVICE DIVISION
Government Section

16 March 1950

MEMORANDUM FOR: The Record

SUBJECT : Delegation to Regional Office Chiefs

The attached draft of an NPA decision on the subject of Matters to be Delegated to Chiefs of Regional Offices, NPA was cleared today by the undersigned in the absence of Miss Machin. The contents are essentially the same as discussed earlier with her and incorporates the addition she suggested, (Paragraph 1, Item (1)).

NPA was anxious to formally adopt the decision and have it issued by the Director-General as a ~~regulation~~ notification (Tsucho) either today or tomorrow while the Chiefs of the Regional Offices are in Tokyo.

GWP

GORDON W. PETERSON
Chief, Organization Branch

GWP:vr
Att: 1

Decision of the Meeting of the National Personnel Authority.

Matters to be Delegated to Chiefs of Regional Offices of the National Personnel Authority.

1. A chief of regional office of the National Personnel Authority (to be hereinafter referred to as "the office chief") shall, subject to general supervision of the Director-General, perform and decide on his own responsibility the activities listed below:

(1) Activities pertaining to appointment, dismissal and compensation with respect to "Koin" and "Yonin" of the 4th salary grade and below, of the regional office.

(2) Matters pertaining to leave of absence and overtime work of employees of the regional office and their official tours within the area under the jurisdiction of the regional office concerned.

(3) Activities that can be dealt with within the limit of the fund advanced as prescribed in Article 17 of the Accounts Law (Law No. 35 of 1947) and Article 51 of the Budget, Settlement of Accounts and Accounts Regulation (Imperial Ordinance No. 165 of 1947).

(4) Activities pertaining to notifications, inquiries, replies, and other liaison work with local organizations of the National Government within the area under the jurisdiction of the regional office concerned and others.

(5) Other matters prescribed by the Director-General.

2. In the preceding paragraph, with respect to the matters referred to in Item (1) as occasion calls, and to those mentioned in Items (2), (3) and in Items (4), ~~and~~ (5) which are designated by the Director-General,

periodically, the office chief shall submit a report according to procedures as prescribed by the Director-General.

3. The office chief, in case he is unable to attend to his duties may order a senior employee of the regional office concerned to act for him if the post of a deputy chief is not created therein.

The Accounts Law

Article 17. In regard to such expenses specified by Cabinet Orders as those to be defrayed at place with poor means of transportation and communication, miscellaneous recurring office expenses and others which, due to their nature, are such as to interfere with the operation of work unless an official in charge is authorized to make their payment in cash, chiefs of various ministries and agencies may deliver necessary funds to the official in charge in accordance with the provisions of Cabinet Orders so to enable him to make cash payments.

The Budget, Settlement of Accounts and Accounts Regulation

Article 51. Payment in advance of funds to accounting officials concerned may be made exclusively for the following expenditures in order that they may pay in cash in accordance with the provisions of Article 17 of the Accounts Law:

1. Expenditures relating to shipping;
2. Expenditures to be paid in foreign countries;
3. Expenditures to be paid in districts where transportation or communication facilities are not sufficiently developed;
4. Ordinary miscellaneous expenses of office and travelling expenses but the limit of amount of these expenses to be kept by the official in charge shall be within ¥ 200,000;
5. Expenditure for office of which place is not fixed;
6. Allowences to the staff of office or bureau where no Disbursing Official is posted;

6-2 Expenses for examinations conducted in accordance with the provisions of laws and orders;

7. Expenses, necessary for construction, manufacture or afforestation under direct managment of a government office, provided that the amount to be kept for expenses concerned by the official in charge shall not exceed ¥ 1,000,000;

8. Refunds;

9. Rewards for works done in prisons and rewards under the provision of Article 7 of the Reformatory Law;

10. Expenses for escorting prisoners and accused and expenses for return travel to be granted to them when released, and expenses for transportation or handing-over of juveniles under the protection of Reformatories and Juvenile Detention Homes;

11. Grants as travelling expenses and other allowances for witness, expert witness, interpreter, consultant, arbitrator, assistant arbitrator, conciliator, appraiser, translator, accountant, or those who has been entrusted to make investigations under the Law for Adjustment of Domestic Matters or who has been requested to make a report.

JAPANESE GOVERNMENT

National Personnel Authority

Jinji-In, Kasumigaseki, Chiyoda-ku, Tokyo

file
4-3-50

March 10, 1950

To:

Mr. W. Pierce MacCoy,

Acting Chief of Civil Service Division,

Government Section, GHQ, SCAP

The conference of the chiefs of the regional offices will be held in the National Personnel Authority from March 15 (Wednesday) to March 18 (Saturday). In this connection we shall be very happy if you will be good enough to be present at the conference on March 17 (Friday), from 3 p.m. to 5 p.m., and speak on the operation of the regional offices and other matters.

Hoping to receive your favorable reply.

T. Sato

Sato Tomoo

Director-General

1) Salter
2) Files.
12-20-49

CIVIL SERVICE DIVISION
Government Section

December 12, 1949

MEMORANDUM FOR: The Record

SUBJECT : Conference, NPA Regional Personnel, December 14, 15 and 16.

1. In a conference with Mr. Takimoto, Chief of the Compensation Bureau, NPA on 12 December, plans for the conference of Regional Office personnel to be held in Tokyo on the above mentioned dates were discussed.

2. A general conference will be held beginning at 9 a. m. on Wednesday, 14 December. From 9 to 10 a. m., there will be a lecture on compensation by Mr. Takimoto. From 10 to 12 a. m., there will be a lecture on classification. In the afternoon of the 14th at 1300 to 1400 hours, Mr. Keitoku, Assistant Chief of the Compensation Bureau will discuss payroll procedures and leave matters. At 1400 to 1700 hours, Mr. Fujimaki will discuss the transfer of the functions of the Office of New Pay Administration to NPA.

3. On the 15th and 16th, the Regional Directors will be in conference with Mr. Sato, the Director General, on general personnel administration. Also, on the 15th, the Classification Section will be in conference with members of the Classification staff of NPA and the proposed Classification Law will be discussed.

4. On the 15th and 16th, the Compensation Section of the Bureau of Compensation will hold conferences with the Compensation Chiefs of the Regional offices to discuss the details of the installation of new payroll procedures and leave regulations. It was requested by Mr. Takimoto that Mr. DeAngelis be available these two days for discussions on payroll matters. Also attending the conferences on payroll procedures will be representatives from the personnel offices from the various ministries and agencies in Tokyo.

5. It was requested by Mr. Takimoto that Mr. Salter deliver an introductory address on the morning of the 15th at 1000 hours to the groups discussing compensation and payroll matters.

JESSE B. BETTIS
Compensation Specialist

JBB:vr

fdr
personnel officers

~~Director~~

File
10-6-49
HM

POSITION DESCRIPTION

NATIONAL PERSONNEL AUTHORITY

CHIEF OF REGIONAL OFFICE

~~REGIONAL DIRECTOR~~

Under the general supervision of the Director-General, the Regional Chief shall assist and work in close cooperation with NPA bureau personnel in directing or supervising all or any part of the activities specified below in order to inaugurate and promote the policies and programs of the National Personnel Authority whose objective is, through the National Public Service Law, to achieve effective and democratic personnel administration in the Government of Japan. Keeps in close contact with regional government agencies to maintain their cooperation in the advancement of all programs and procedures promulgated by the National Personnel Authority; to insure that all rules, regulations and directives are being enforced; and to assist agencies in all matters of personnel administration that require interpretation or procedural direction.

1. Directs examination program which involves arranging for publicity, answering requests for information, accepting applications, making physical and other necessary arrangements for giving the examinations, administering the execution of examinations, rating the examinations, establishing eligible lists and certifying eligibles therefrom.

2. Directs the conduct of regular and special investigations and surveys of field positions for the purpose of obtaining information pertaining to positions, the development of allocation standards, and the allocation of positions to their proper class. Is responsible for the installation and administration of the position-classification plan covering the allocation of field positions within the ministries and agencies concerned. Maintains and supervises contacts with reference to position-classification and makes effort to secure diffusion of knowledge regarding position-classification.

3. Conducts surveys concerning the general cost of living, working conditions, wages in private industry and other statistics which form the criteria for determination of compensation. In addition, answers requests for information concerning employee compensation in order to contribute to the general understanding of compensation matters.

4. Accepts appeals against greatly disadvantageous and disciplinary actions presented by employees and employee groups. Examines appeals and attached data, if any, to make certain that provisions of the equity rule have been complied with prior to sending the appeal to the Equity Bureau in the central office of the National Personnel Authority.

5. Directs and controls personnel actions of agencies by reviewing appropriate documents. Maintains appropriate records of such actions, inspects the agency records of personnel actions, and directs the correction of errors.

6. Directs surveys of facilities and operations concerned with training, safety, health, welfare, recreation and employee evaluation programs for the purpose of maintaining and improving working efficiency of employees in the national public service.

7. Conducts field investigations of qualifications of persons desiring employment in the government service and of facts concerned with alleged violations of the National Public Service Law or rules of the National Personnel Authority.

8. Directs a public relations program which consists of releasing and disseminating information concerning the national public service employees, the objectives and purpose of the National Personnel Authority, and the laws, rules, and regulations of that organization in order to promote the understanding, cooperation, and good will of government agencies and the general public. Utilizes opportunities to participate in meetings sponsored by local agencies of the National Government, local public entities, or the general public and uses any other effective media to promote National Personnel Authority objectives.

9. Observes general trends and keeps in close touch with local problems so that the regional National Personnel Authority programs can be geared into the general local situation in a manner that will achieve effective results. Reports all important local situations or developments of significance to the national personnel program to the central office of the National Personnel Authority.

10. Has full responsibility for all matters of internal regional office administration which include the following: compilation of budget and subsequent allocation of funds for payment of salaries, traveling expenses, and all other items provided for in the budget; appointment of personnel and personnel actions concerning employees such as promotion, demotion, pay change, transfer, temporary retirement, or separation; matters of employee evaluation and of employee discipline with serious disciplinary cases being fully reported to the National Personnel Authority central office; assignment of personnel; authorization of overtime; certification of payrolls; record keeping; compilation of reports; all office service functions and requirements; recommendations to the Director-General regarding operations, procedures, or findings; and necessary correspondence.

1 - Mr Rosser
2 - file 6-16-49

National Personnel Authority

June 3, 1949

To:

Mr. W. Pierce MacCoy,

Deputy Chief of Civil Service Division,

Government Section, GHQ, SCAP

Rec'd from Mr Sato
6/3/49 WPM

Report on the Proceedings of the Conference of Regional Office Chiefs

Date: June 1, 1949 (Wednesday)

Time: 3.30 p.m. to 4.45 p.m.

Persons attending:

Mr. W. P. MacCoy

President Asai of the National Personnel Authority

Commissioner Yamashita of the National Personnel Authority

Commissioner Uyeno of the National Personnel Authority

Director-General Sato

Chief Okabe of Law Division

" Kasuya of Public Information Division

" Kawasaki of Investigation Division

" Kanatsugu of Internal Personnel Division

" Yoneta of Office Services Section

" Yamamoto of Sapporo Regional Office

" Matsuoka of Sendai Regional Office

" Ando of Nagoya Regional Office

" Nagasaka of Osaka Regional Office

" Fujii of Hiroshima Regional Office

" Otsubo of Takamatsu Regional Office

" Mizoe of Fukuoka Regional Office

Chief Fujii of Hiroshima Regional Office:

Notwithstanding enormous damages sustained by our office building, necessary repairs are delayed. It is no good.

Mr. MacCoy:

The photos forwarded by the regional office are well taken. I cannot see any serious damage in the building. In America they take the picture of naked state.

Chief Fujii of Hiroshima Regional Office:

As I had not been informed of the object of taking photos, I never imagined that they would be used for the purpose of securing an office building. As I thought these photos might be used for advertizing the National Personnel Authority or others purpose, I had them specially taken with utmost care.

Chief Otsubo of Takamatsu Regional Office:

I am very pleased that it was decided to construct an office building for the Takamatsu Office. The present staff consists of 13 employees. Practically all of them are young men who finished the training course and proceeded to assume duties there. They are not the residents of Takamatsu. They are commuting to office from distant places. Even if they want to live in a lodging house, this is impossible as a practical problem, because they are young and their salaries are low. I would like that a dormitory for our employees be built at any cost.

Chief Yamamoto of Sapporo Office:

The total number of our employees is seven, of whom three are secretaries. I wish a dormitory for our staff be built, taking into account the fact of cold area.

Chief Nagasaka of Osaka Office:

I am annoyed by the problems of the building and the dormitory in the same way as other regional offices. I am grateful that the building will be constructed within this year, but I would like that further consideration be

given to the problem of the dormitory.

I hope that a regulation governing allotment of work be established, so that each employee may perform his duties with responsibility. Meanwhile, I wish that units be set up in the same way as other regional offices. If each regional office were to arbitrarily set up its own units, it would hamper business considerably from the standpoint of uniformity.

Director-General Sato:

It is desirable to have such units as will be an epitome of the National Personnel Authority as given in the organization chart.

Commissioner Yamashita:

Wouldn't it be better to make all the regional offices present their plans and discuss them?

Chief Matsuoka of Sendai Office:

We are leasing a part of the prefectural government building. As it would be annoying if, as a result of our leasing the building of the prefecture, the regional office of the National Personnel Authority which assumes the role of giving directions, etc. should feel some sort of oppressive sensation and be overwhelmed by the prefecture, I hope an independent building be built under any circumstances.

Our employees are now living in lodging houses, but as it is impossible for them to maintain their living, I wish a dormitory be built for them.

The number of employees assigned to each regional office has too great a difference. I hope a fairly well-balanced number of employees be assigned to each office in order effectively to carry out the work of the National Personnel Authority.

Chief Ando of Nagoya Office:

Our building is in such a condition that it has no ceiling. We may say that it is a little better than a warehouse, and I would ask that the overhauling be done at any cost.

The total number of our staff is 13, of whom five are residents of Yagoya. The remaining employees are daily commuting a long distance, which takes two or three hours.

I would like to ask for a clear-cut delegation of authority to a chief of the office. If the authority is not clear, there would be many cases in which difficulties arise in connection with control of subordinates.

Chief Mizoe of Fukuoka Office:

Although I think there are many causes for complaints of our staff, such as their dissatisfaction with the treatment, etc., there are reasons to believe that the employees are dissatisfied that the work ordered by various divisions and sections of the National Personnel Authority headquarters lacks the nature of a well-established plan. That is to say, when there is a big volume of work, even a general mobilization of the employees is still insufficient to cope with it, while otherwise they feel boredom having little or no work to do.

Commissioner Yamashita:

I think that, because our agency is new, work is not busy on many occasions.

Chief Matsuoka of Sendai Office:

Our staff are all young men who have just gone through their training course, and I would like to have some middle-aged employees with whome I can consult as my right-hand men. It is annoying that it is not clear how far the authority of the office chief extends. For instance, it is desirable that authority be delegated for appointment of "Koin" etc. Also, I wish that decision on unimportant cases be left with a chief of regional office so that he may approve the holding of concurrent positions, or direct his office first to make investigations of grievances for complaint and disatisfaction, etc. and then report them to the National Personnel Authority headquarters, While the regional offices are set up in various districts and the areas of their jurisdiction are not the same, the type of their work is similar, and I would therefore ask that the units, etc. be set up equally for each office.

Commissioner Yamashita:

Please submit your plan for the delegation of authority which suits the present situation.

Chief Kasuya of Public Information Division:

The National Personnel Authority is an agency of government which conducts a new type of work, has a lot of matters to be studied, and is not yet on the right track as in the case of time-honored agencies of government. As all the work is studied and settled in the Director General's Office, I think it is impracticable to delegate authority right now.

Chief Ando of Nagoya Office:

The staff of a regional office are relying on the office chief. But there is a danger of such confidence being lost on account of the absence of the chief's authority. Apart from the "line" functions, I would ask that the matters relating to "staff" functions be left with the chief, for example, official tours, etc.

Chief Nagasaka of Osaka Office:

Even as to the official tours, the procedures involved are very troublesome, and it is impossible to make any official tour unless the approval of the National Personnel Authority headquarters is first obtained. For instance, in case we have received a request from a local agency of the Ministry of Agriculture and Forestry to explain the National Public Service Law or the position classification plan, etc. to the interested members of its staff who will be assembled at a meeting which will be held in Kyoto or Nara on the following day, it is impossible eventually to attend such meeting, because there is not sufficient time to obtain the approval of the National Personnel Authority headquarters. Notwithstanding the fact that the National Personnel Authority should play the role of giving guidance to all the ministries and agencies, the National Personnel Authority would lose its prestige on account of these troublesome procedures.

Mr. MacCoy:

In the case of an official tour based on the work program of the National Personnel Authority, I would like to see that the issue of the travelling expenses be approved at the same time. I will arrange that official tours will be permitted for unforeseen and necessary cases and a certain specific amount entrusted to the chief. However, the chief should assume responsibility for any official tour which is determined as improper as a result of postaudit, and the responsibility of the chief in this connection is very great. Consequently, it might result in the value of the chief being questioned. I want to fully consult with Mr. Hoover or Mr. Roser on this case so that the above step may be taken.

Mr. MacCoy left at 4.30 p.m.

Chief Otsubo of Takamatsu Office:

In filling vacancies in the staff of a regional office, I would ask that the age be taken into consideration as a factor.

Chief Fujii of Hiroshima Office:

Chief Yoneda of Office Services Section:

Inquiries and replies were exchanged between these two over the questions of the expenses of regional offices.

Chief Nagasaka of Osaka Office:

We desire that an inauguration ceremony or ceremony for completion of the regional office building be held.

Chief Matsuoka of Sendai Office:

In case the National Public Service Law has been revised or the rules have been promulgated, each ministry and agency call together the staff concerned of their local agencies to Tokyo and give them explanations on such revision or promulgation. In consequence, because they know these things much better than we, we are not infrequently placed in an awkward position. Accordingly we desire that, in a case deemed to be specially important, chiefs of regional offices be specially summoned to Tokyo on each accasion and given necessary

explanations, this in addition to our regular conferences scheduled to be held four times a year,

Chief Kasuya of Public Information Division:

As to the explanations on the National Public Service Law or the rules, I think we can roughly classify them into the following types:

(1) Commentary to be made from the viewpoint of legislation,

(2) " " " " " " " " public information,

(3) " " " " " " " " training.

While I consider that the compilation of commentaries of (1) is very difficult, we are making every effort to carry out rapidly (2) and (3).

The meeting adjourned at 4.45 p.m.

T. Sato

1+3

NATIONAL PERSONNEL AUTHORITY

April 8, 1949

To:

Mr. Foster B. Roser,

Civil Service Division,

Government Section, GHQ, SCAP

Construction of New Building for Regional Offices

Regional offices of the National Personnel Authority were established in November of last year, so that their establishment was later than any of other Government agencies. Accordingly, state properties that would be suitable to house regional offices are no longer available, and these establishments are all compelled to be housed in rented premises, their present conditions being as set forth in the annexe. Of the regional offices, those which cannot continue to occupy the present premises are three-Takamatsu, Osaka and Hiroshima, for which it is necessary to construct a new building at any cost. In the following I append a short note explaining the conditions of each of these regional offices, and would request your assistance in respect to budgetary measures, etc., so that we may proceed with the construction of the new buildings.

1. Osaka:

While we are renting a part of the building which is slated to be used by the Osaka Municipal Police, we were given to understand from the outset that we should move out early in the beginning of the current fiscal year. Accordingly, I went to Osaka twice, at the end of last year and the first part of this year, and consulted with the authorities of the Osaka

Regional Financial Bureau and the Osaka Municipal Police Bureau, both of whom promised me at the time that they would give us their assistance in our securing suitable office. I understand that, subsequently, it was arranged to allot a building near the present office to our use, but it had been formerly a military warehouse, and the Osaka Regional Office has reported to the National Personnel Authority that to remodel it for our office would cost as much as a new building, and, even then, the result would not be satisfactory. In view of the above, as there is a possibility of securing 300 tsubo of land out of the state property, I think it is most appropriate to construct a new building, if the budget permits.

2. Takamatsu:

To Takamatsu, too, I went twice -- at the end of last year and in the first part of this year, and confirmed that a new building is really necessary at any cost. The city had suffered from war disasters and the facilities of the former Japanese army are few in number. Moreover, there is absolutely none of state properties to be utilized for our purpose. This fact was recognized by the Chief of Takamatsu Regional Financial Bureau, who must have reported to the Chief of the State Property Bureau of the Finance Ministry on the case.

The present office is located in a girls' high school, but as it is part of the school facilities, we are not allowed to usedit for a long time.

As there is no government land, it is necessary to purchase public land belonging to the Takamatsu Municipality. This regional office is in need of a new building earlier than any other offices.

3. Hiroshima:

This city had suffered from war damages and state properties are few, too. The regional office is now in the prefectural government building, which, however, is slated to move, sooner or later, to the scheduled site in the governmental quarters of the city by constructing a new building. Other government agencies are also constructing their own building in the new governmental quarters of the city, and the National Personnel Authority, which was allotted a site (state property), must also construct a new building and remove to its new premises. This regional office also requires a new building.

In the circumstances outlined above, I earnestly request you to favor us with your assistance so that the necessary cost of new buildings may be disbursed as expenses for public works projects.

Kanatsugu Hiroshi

Kanatsugu Hiroshi
Chief of Office Services Section,
Internal Administration Division,
National Personnel Authority.

Annexe: Present conditions of Regional Offices.

Present condition of buildings of Local Offices

(As of April 4, 1949)

Regional Offices	Location	No. of staff	Area	Existing Condition	Whether or not it requires to be built. If so, its plan.
			Tsubo		
Sapporo Regional Office	c/o Pension Cash Office Sapporo Branch Office, Nishi 14-chome, Kita-ichijo, Sapporo City	9	30	Sapporo Branch Office of Pension Cash-Office. Rental: ¥ 1,000 Monthly.	When any vacant spase is found in the Hokkaido Government building, it is scheduled to remove in.
Sendai " "	c/o Miyagi Prefectural Government building, Koto-no-dai-dori, Sendai City	9	14.9	No rental required	It was arranged to continue to rent the present place.
Nagoya " "	6-1, Minami-Sotobori-cho, Noka-ku, Nagoya City	12	108	State property	It was arranged to continue to rent the present place.
Osaka R " "	Bamba-Machi, Higashi ku, Osaka City	25	35.10	"	300 tsubo of land (state property) can be obtained. The Osaka Municipal Police has requested us to return the pesent office building to them. A ex-Military warehouse will be allotted for use of NPA, but to remodel it for office would cost as much as a new building.
Hiroshima " "	7th Building of Prefectural Government Office, Kasumi-cho, Hiroshima City	24	28	No rental required	It is required to build new Office. A site of 500 tsubo (stato property) has been obtained.

Takamatsu Regional Office	c/o Prefectural Girl's high School, 5-Bancho, Takamatsu City	12	20	No rental required	It is required to build new Office. A site owned by Takamatsu City can be bought. ¥ 3,500 per tsubo. 300 Tsubo will be required.
Fukuoka " "	c/o Prefectural Acquatic Product Industry Association, Tsukuishi-Machi, Fukuoka City	19	20	Rental ¥ 2,500 Monthly	It was arranged to continue to rent the present place.

NPA Org. & Planning

CIVIL SERVICE DIVISION
Government Section

21 February 1949

file
WPM
2/21/49

MEMORANDUM FOR: Mr. W. Pierce MacCoy, Deputy Chief
Civil Service Division

SUBJECT : Regional Offices

I have had occasion to visit two regional offices of NPA in the past few weeks, one in Hiroshima and one in Nagoya. In both locations I talked with Vice-Governors of the respective prefectures to obtain some impression of the status of NPA in the area.

There is no question that the offices of NPA as presently physically located in these particular places are very poor and reflect detrimentally upon the dignity of the program. Furthermore there is occasionally some question in the minds of the local government officials and I believe local representatives of the national government as to the importance and status of NPA because their representatives in many instances are too young.

Information came to me from NPA personnel that the Budget and Finance Officer (Mr. Fujita) had in the name of Mr. Bell been very frugal in his provision for regional offices. I think this is a serious mistake for I do believe that the regional offices should have appropriate dignity as has been developed in Tokyo for the national office of NPA. Furthermore, their regional representatives should be able to carry their own weight in their respective areas. This will be particularly important when the local civil service law is enacted and the regional representatives are in the midst of a very peculiar situation wherein old-line national government employees are being divorced from their previous associations and made local government officials. The tendency is to look to NPA for direction rather than advice.

MacDonald Salter

MacDONALD SALTER
Chief, Classification
and Compensation Branch

MS:jd

Survey on the Present Premises of Regional Offices

February 10, 1949

Offices	Place	No. of Staff	Space of Premises (tsubo)	Present Condition (Condition of Leases, etc.)	New Building of buil ings and Program
Sapporo Regional Office	c/o Sapporo Office of Pension Depository, 14 chome, Kita-Ichijo-Nishi, Sapporo City	5	20	Pension Depository. Rent ¥ 1,000 per month.	Land: Under suvery. Building: Scheduled to rent the present building continuously if possible. However, it is expects the time will come when it becomes necessary to purchase the building on account of the amalgamation of the Pension Depository and the People's Bank.
Sendai Regional Office	c/o Miyagi Prefectural Office, Kotodai-Dori, Sendai City	4	14,9	Prefectural Office. Rent free.	Land: Under survey. Building: Scheduled to rent the present Prefectural Office continuously.
Nagoya Regional Office	No. 6-1, Minami-Sotobori-cho, Nakaku, Nagoya City	9	30,25	State Property. Rent free.	Land: Under negotiatio with the Regional Financial Bureau. Building: Scheduled not to make a new building if a buildin of the State Property is available.
Osaka Regional Office	Baba-Machi-Kado, Higashi-Ku, Osaka City	24	17,55	State Property. Rent free.	Land: There is a prospect of securing 300 tsubo of the State Property.

					Building: Scheduled not to make a new building if a building of the State Property already built is available.
Hiroshima Regional Office	House No. 7 in Hiroshima Prefectural Office, Kasumi-Cho, Hiroshima City	19	28	State Property. Rent free.	Land: There is a prospect of securing 500 tsubo of the State Property. Building: New building of office building and lodging house for the staff is necessary.
Takamatsu Regional Office	c/o Kagawa Prefectural Higher Girls' School, Goban-cho, Takamatsu City	10	20	The Prefectural Higher Girls' School. Rent free.	Land: Under survey. Building: New building is necessary.
Fukuoka Regional Office	c/o Prefectural Aquatic Product Industry Association Tsukushi-cho, Fukuoka City	17	50	The Prefectural Aquatic Product Industry Association. Rent not contracted yet.	Land: Under negotiation with the State Property. Building: Scheduled to rent the present building continuously if possible, but not make a new building.

Remark: "Number of Staff" includes the staff who are scheduled to be allocated for the place at the end of February.