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Date	Matters executed	Matters wanted or opinions
20.	Section chief attended repatriation promotion relief meeting held at the prefectural Textile Hall.	Respect for the autonony of town or village branch was demanded.
20.	Child welfare consultation for Iwade town was made by Yamaguchi fukushishi and Nakanishi, official.	The persons concerning three children in question should be registered as foster-parents.
22.	Business inspection at Nate town by Wakisaka and Nakanishi.	Plans must be made for the relief of widows.
22. 23.	Study course on the welfare business(attended by all section staffs) " "	Business plans for 1949. Mass meeting of gun-minseiin(jidoiin) to discuss the draft for the execution of memorial services for the dead.
25.	Child welfare consultation was given by Yamaguchi fukushishi and Nakanishi, official at Nakagishi and Marusu Villages.	Advice for the attendance of the non-attendant school children.
26.	Training of practice for the disaster relief was made by Naga branch unit and town and village squad.	The organization of the prefectural disaster relief unit gives difficulty in the synthetic training in doctor's association and health centers
27.	Naga Local Screening Committee for the unofficial report on persons to be officially recommended during the child welfare week.	Two preschool children, school children, one mother and one jidoiin were selected and official report was submitted.
28.	Child welfare consultation at Nishigishi village was given by Yamaguchi fukushishi and Nakanishi, official.	Advice was given to non-attendant children for school attendance.
30.	Child welfare consultation at Yamazaki village was given by Yamaguchi, fukushishi and Nakanishi, official.	"
30.	In order to give guidance for business, all section staffs were each allotted part of business and made official trip to 22 towns or villages in the jurisdiction.	In order to wind up the remaining business, all section staffs made official trip to 22 towns or villages in the jurisdiction and gave guidance and encouragement hearing the voices in the actual fields.

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MONTHLY ACTIVITIES REPORT FOR APRIL (Ito District Office)

Date: 13, 14 April.

Matters executed: Conference of welfare officials in East area and West area.

Instruction:

1. Temporary aid to the newly entered school children.

   a. Subsidies for relief expenses.
   b. Monthly welfare report.
   c. Settlement of relief expenses.
   d. Other business guidance.

2. Distribution of clothing for repatriates and needy persons for 1948.

3. Receipt and payment and account of relief supplies.

4. Settlement of relief expenses for 1948.

5. Repatriation, relief and love campaigns.

6. Disaster drill.

7. Study on the question in the Daily Life Security Law instructed by the note Ko No. 278.

8. Calculation of standard amount in accordance with the revision of the price of staple food.

9. Promotion and completion of national health insurance.

Matters wanted:

1. It was demanded that the classification of Part. 1 and Part 2 be abolished and limination be laid in the total amount and appropriation be approved for each item. Conscientious business management in the calculation of relief amount be realized based on the actual conditions.

2. How is the hogo-daicho prepared for the non-demobilized families whose applications for medical relied have been rejected?
(They are receiving such relief in accordance with the provisions of the non- demobilization Supply Law)

16 April 1949.

Regular business inspection for Kaseda town.

Strong points:

a. Material for the calculation of relief expenses are adequately collected.
b. Block round table conferences of the relief persons are held in which guidance is given and their desires are presented.

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Weak points:

a. Mutual liaison between the commissioners are not kept.

19 April 1949.

Regular business inspection for Myoji town.

Strong point:

a. Relief persons are very adequately handled.
b. Countermeasures for the prevention of poverty is well discriminated.

Weak points:

a. Various documents are not well adjusted by all officials concerned.

Instruction:

a. Formation of business.
b. Entries in the business reports.
c. Speedy explanation of the contents of the reports.

Matters wanted:

Speedy payment of subsidies.

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MONTHLY ACTIVITIES REPORT FOR APRIL 1949 (Kaiso District Office)

Date	Matters executed: Business	Objects	Place	Official in charge	Matter wanted and opinions
4	Council of the standing commissioners	Standing Commissioners	Kaiso District Office	Ishibashi, Yabuuchi, Tajiri, Yamabata, Higata, Nishibata.	Subjects:1. Inspection of excellent welfare business. 2. Improvement of marriage. 3. Promotion of the activities of minseiin.
8.	Inspection of child welfare institution	Makoto Kindergarden, Kada town.	Makoto, Kindergarden, Kada town.	Tajiri	
9.	Conference on the supply of temporary aid to the newly entered school children.	Welfare official of towns and villages.	Kaiso District Office	Yamahata, Tajiri	
11.	Minseiin council	Minseiin of Nishiwasa Village	Nishiwasa village	Yabuuchi	
13.	Inspection of child welfare business	Aikyo-Gakuen, Hajikami village.	Hajikami Village.	Tajiri	
13.	Study conference of welfare business	Members of each town and village.	Higiri Jizo Son.	Ishibashi, Kozaki	
15.	Inspection of Tamatsuryo and Rakukokuryo.	Standing commissioners of each town and village.	Hyogo Pref. and Kyoto Pref.	Yabuuchi.	
16.	"	"	"	"	
25.	Conference on the disaster relief.	Official in charge in towns and villages	Kaiso District Office.	Ishibashi, Yabuuchi, Yamahata, Tajiri.	
26.	Drill of disaster relief.	Town and villages.	Towns and villages.	"	

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27.	Inspection of welfare business	Welfare official of Kada town.	Kada town	Yamabata	
28.	"	Welfare official of Higashinokami town.	Higashinokami town.	"	
30.	"	Welfare official of Shimotsu town.	Shimotsu town.	"	

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Gun

In Service Training

Kodai No. 926
September 21, 1948

To: Chief of Kaiso District office.

From: Chief of Civil Welfare Department

Subject: Result of the inspection of the welfare administration

On September 16, the Ken and the Military Government had inspected Nishiwakino Mura of your district and found out the following result. Generally, the regulation and directive sent by Ken and district office were not understood. The administration was not satisfactory and especially the items mentioned below were not satisfactory so would like to have them made improvement as soon as possible.

Notice:

1. Accounting for cash and supplies were very poor. The welfare man should made a duplicate copy of his own and make the actual condition of income and expenditure clear, such as disbursement of every month, assistance money and the receipt of National and Ken Subsidy. Accounting for supplies must be same as cash accounts and on the other hand must adjust the concern directions.

2. Must adjust as soon as possible the record of the Minseiiin.kai meeting. Must explain in detail, above the meeting.

3. Concerning the welfare monthly report, make them understand thoroughly the purpose of submitting this report.

4. The monthly Minseiin report in past being submitted so obscure them strictly but if the Minseiin fails to submit it the welfare man should take responsibility.

5. Must report to the applicant according to the form, whether the assistance was decide. (Include reject, discontinuance, suspend and changes)

6. The budget form was very poor, would like to instruct them to make a complete budget form when changing to the new form.

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厚第九二六号
昭和二十三年九月二十一日

海草地方事務所長殿

民生部長

厚生事務状況査察結果について

九月十六日和歌山軍政府並びに縣が貴管下西脇野村における厚生事務状況を査察した結果、全般的に縣並びに貴所より発した通牒が充分に理解されず、事務處理の状況も不良であるから将来同村に対しては一段と適切な指導を續行されると共に特に左記事項については直ちに改善せしむるよう取り計い願いたい。

記

一、金銭会計、物資会計共に経理が慎重になされていない憾があるから金銭会計については、月々の保護費の支出、及び國縣費の受入等につき厚生係において控簿を調整し、収支の実情を明かにすると共に、物資会計についても金銭会計同様その受拂を慎重になさしむる一面関係書類を整備せしめること

二、民生委員協議会々議録を事至急調整せしむると共に議事内容を克明に記入せしむること。

三、厚生月報については、その提出の目的を充分徹底諒解せしめ、爾今正確な報告をなさしめられたいこと。

四、民生委員より毎月提出されるべき筈の被保護者保護状況報告（保護変更届を含む）が提出されていないから、将来は確実に励行せしめると共に萬民生委員より提出せしめられない場合は、厚生係の責任において励行せしめるよう指導下されたいこと。

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五、保護の決定（却下、廃止、停止、変更を含む）通知はすみやかに指示した様式により必ず保護申請者に発せしめること。

六、世帯票の整備、状況は良好でないから新保護台帳の調整を完全に整備せしめるよう指導されたいこと。

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Gen

Per author. I have already given him a copy.

18 Nov 48

Proposed conference on district welfare offices. To be attended by Mr. Fukui, Welfare Department Chief; Mr. Yamamoto, Welfare Section Chief; Mr. Uye, Children's Section Chief; Mr. Okano, Insurance Section Chief; Mr. Negoro, Demobilization Section Chief; Mr. Hazama, Child Welfare Center Chief; Mr. Kashiwagi, Plans and Programs Division Chief, Welfare Section; District welfare chiefs of Kaiso, Arita, Hidaka, Naga & Ito guns. (Nishimuro & Higashimuro Guns too far. Ken can orient.)

1. Purpose is to define the functions and responsibilities of the district office welfare sections.

2. The function of a district office welfare section will be field supervision in its respective gun. It will be the eyes, ears, moutn, and hands of the ken Welfare Department in the particular gun.

3. Responsibilities and duties of district welfare offices:

a. Transmittal of instructions from ken Welfare Department to the town and village mayors. The district welfare office will do the minimum of office work. It may be possible that ken instructions can be sent simultaneously directly to district chiefs, and mayors of cities, towns, and villages. All printing, writing and other clerical and office work that can possibly be done in the Kencho will be done at kencho.

b. Insure compliance with these instructions through inspections of welfare offices in towns and villages. Report compliance or non-compliance to ken Welfare Department.

c. Technical advice and guidance on established ken and Ministry policy and instructions.

d. In-service training of town and village welfare officials on outlines set up by ken.

e. In-service training of minseiin (jidoiin) on outlines set up by ken.

f. Analysis of reports required by ken from towns and villages and consolidation for forwarding to ken. Verification of accuracy of these reports through inspections of town and village welfare offices.

g. Area supervision of distribution of supplies.

h. Supervision of institutions in the district as regards finances, accounts, and standards of facilities, care, and personnel. Besides periodic visits, should include once each fiscal year, a detailed financial, social and supply audit of each institution.

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i. Coordination at the district level of various ken agencies furnishing related services such as health centers, child welfare centers, Labor Standard Offices, etc with town and village welfare offices.

j. Routine comprehensive administrative reviews of towns and village welfare offices and programs to:

(1) Check on compliance with above outlined responsibilities.

(2) Check of proper functioning of the various programs.

(3) Conduct a detailed financial, social, and supply audit of each town and village welfare office once each fiscal year.

(4) On the spot guidance, instruction, and coorection.

(5) Follow-ups to determine progress in correcting deficiencies.

(6) Other visits as needed.

k. Monthly report from district welfare office to ken Welfare Department ot include:

(1) Activities of the district welfare office during the preceding month.

(2) Findings, both good and bad, with recommendations for change of policy or procedure or improvement.

4. To accomplish these field supervisory duties, it should be necessary for district office personnel to spend at least a half of their time in the field.

5. Ken Welfare Department will directly supervise the welfare sections of Wakayama, Kainan, Tanabe, and Shingu cities.

6. The present offices and organization of the district welfare sections will utilized.

7. Ken welfare department to supervise district welfare offices to ascertain degree and effectiveness of field supervision by each district welfare office.

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結論

1. 民生委員の活動状況
2. 厚生吏員の熱意と心構（法令の研究程度）
3. 市町村長の関心程度
4. 保護の認定、方法の適否
5. 一般保護事務の整備状況
6. 経理事務の適否

DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO. 775 013

Ko No. 936

24 Sept. 1948

To: Chief of District Office

Subject: Inspection of Welfare Business in Towns or Villages

From: Chief of Civil Welfare Department, Wakayama Prefectural Government

As the result of your effort made for the monthly inspection for the 3 towns or villages in your jurisdiction, and for the measures you are taking for the improvement of the welfare business, gradual progresses have begun to be seen in this firld, but because of the delay in your presentation of the result of your inspection to the prefectural authorities, we are feeling extreme difficulty in acquiring the actual conditions of the business execution and in reporting your results to the superior authorities concerned.

In view of the foregoing, it is requested that one copy of the report on your inspection be submitted to the prefectural authorities at the time of your inspection.

Moreover we hereby send you the revised form (now under consideration) of inspection sheet as per attached herewith.

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Inspection Sheet on the Execution of the Daily Life Security Law

Name of city, town or village	Name of investigator Years of experience in welfare business	Date of investigation

Census	No. of relief persons	Percentage
Total population	No. of persons	%
Total households	No. of households	%

Type of aid and relief expenses. (for the month of)

Type of aid	No. of households	No. of persons.	Amount
Living aid			
Medical aid			
Maternity aid			
Occupation aid			
Funeral aid			
Total			

Business conditions

1. Adjustment and arrangement of various records.
2. Adjustment of hogo-daicho (Shotai-hyo).
3. Notification on the disignation of doctors, dentists and midwives etc.
4. Are various reports submitted accurately by the time limit?
5. Accounting of relief expenses
   - Are the expenses paid by_____?
   - Reasons for delay
   - Are the expenses disbursed properly?
6. Written application for relief
   - No. approved
   - No. rejected
   - Are samples of applications put up in the office?

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7. No. of public welfare commissioners

   Quota

   Actual Number { Male
                 { Female

   No. of standing welfare commissioners

8. Holding of the public welfare commissioners' council
   (Do mayors, welfare officials attend?)

9. Adjustment of conference records.

10. Is monthly report on relief or on the change thereof submitted by the public welfare commissioner?

    Does welfare official prepare or make investigation on such reports in case public welfare commissioner fail?

11. Are the measures for the unemployment relief proper?

12. Does mayor make reconsideration on the recommendation given by the public welfare commissioners' council?

13. No. of differences in the decisions of the auxiliary organ and mayor and the reasons therefor.

14. Has the authority of instruction been invoked according to Art 36 of the Daily Life Security Law?

15. Does mayor make notification on the approval or rejection of relief to the applicant himself? (In case of application or of change in relief).

16. Do welfare officials make house-to-house visit to the relief family? And the conditions thereof.

17. Are measures at the time of discontentment or dissatisfaction disseminated? (No. of those up to date? And the actual conditions?)

18. Are the disbursement of relief expenses shown in graphs and distributed?

19. How are taxes and public imports on the relief persons disposed of?

20. Exemption from electric charge.

21. How are the contradictions concerning various kinds of donations disposed of?

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22. Disposition of relief supplies for repatriates or needy persons?

23. Are the ex posto facts repayment or collection from obligatory supporters made?

24. Application of medical aid (issue of medical tickets, assignment of burdening of medical expenses.)

25. Are funeral aid and funeral expenses handled separately?

26. Conditions of institutions.

27. Others

Conclusion

1. Activities of public welfare commissioners

2. Enthusiasm and mental attitude of welfare commissioners.
(Study of laws and regulations)

3. Interests of mayor.

4. Approval, method of relief.

5. Adjustment of general welfare business.

6. Suitability of accounting business.

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厚第九三六号
昭和二十三年九月二十四日

民生部長

各地方事務所長 殿

町村厚生事務状況査察について

標記については、毎月管下三ヶ町村の査察を願っており保護の適正に萬全の策を講ぜられている結果頗にその状況が改善、整備され御同慶にたえないところであるが、最近貴所がその査察状況を縣宛送付することが遅延しているため事務状況の把握に困難を表すと同時にその筋えも報告の要もあるので爾今査察を同時に一部必ず報告せられるよう特にお願いする

なお今般査察票を取り敢えず別紙のように更新（更に研究中である）いたしましたので よろしく参考に資せられたい。

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生活保護法実施状況査察票

市町村名　　調査者名　　年月日調査

市町村長氏名　　厚生係氏名　　厚生事務経験年数

人口調査　　援護

總合　　人員　　%

總世帯　　世帯数　　%

援護内訳及扶助費（　　月分）

生活扶助　　世帯　　人　　円　　銭

医療〃　　〃　　〃　　円　　銭

助産〃　　〃　　〃　　円　　銭

生業〃　　〃　　〃　　円　　銭

葬祭〃　　〃　　〃　　円　　銭

計

事務状況

1. 諸記録の整備整頓状況
2. 保護台帳（世帯票）整備状況
3. 医師、歯科医師、産婆等の指定告示、有無
4. 諸報告が期限まで正確に提出されてゐるか
5. 保護費、経理状況（月五日までに支拂ひているか、遅延の理由は、正当支出されているか）
6. 保護申請書

決定　件　否決　件

役場内前貼付されいるか

7. 民生委員数　定員　実数　円　男　女

常務委員　氏名

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8 民生委員協議会開催状況（市町村長、厚生吏員が出席しているか。）

9 会議録の整備状況

10. 民生委員より、毎月 保護状況 異動報告 報告を提出させているか。

五一 民生委員が提出しない場合 厚生吏員が調査作成しているか。

11. 失業 保護の場合の措置適当ならや。

12. 市町村長は民生委員協議会よりの具申の件について、再審議しているか。

13. 現在迄補助機関の認定と市町村長の決定に相違があった件数と理由

14. 法第三十六條による市町村長の指示権が発動されたことあるや

15. 市町村長は本人に保護の決否を通知しているか。（申請の場合の決否又は変更のあった場合）

16. 厚生吏員が要保護世帯を訪問しているか。その状況は

17 不平、不満の場合の措置が周知されているか。（現在まで その状況は 件あるか）

18. 毎月保護費支出状況がグラフで示し貼付されているか。

19. 租税、公課の関係

20 電燈料金の免除措置

21. 各種、寄附行為の考慮（例へば PTA等）

22. 引揚者、生活困窮者 援護物資の處理状況

23. 事後償還、扶養義務者より徴収等をされたことがあるか。

24. 医療扶助の適用状況（医療券の発行、費用の負担区分等）

25. 葬祭扶助、葬祭費が別に取扱っているか。

26. 施設関係

27. 其の他

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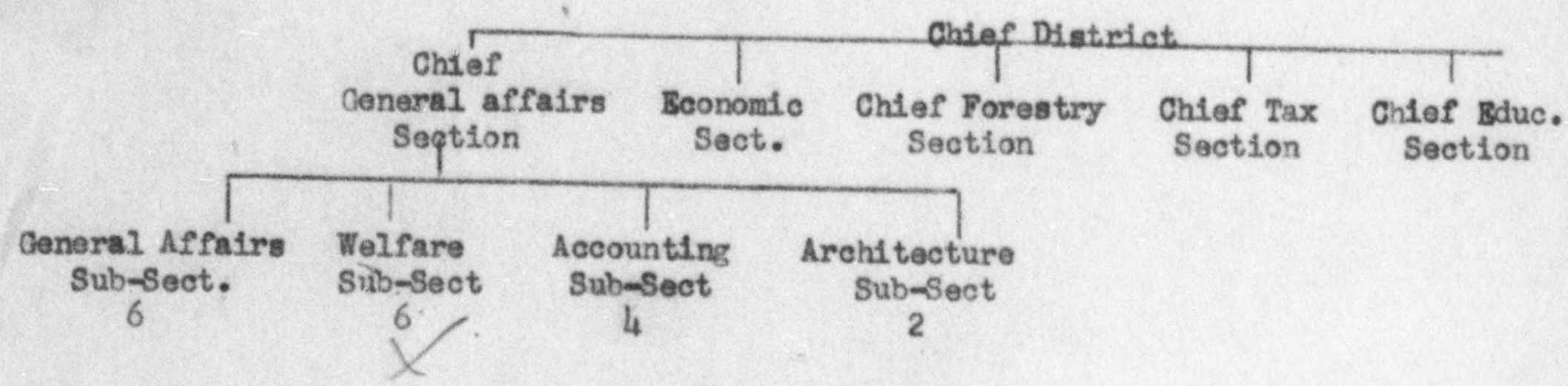
SHISO DISTRICT OFFICE - 19 TOWNS AND VILLAGES
17 June

1. Organization



2. Staff and Duties

Name	Title	Duties
a. General Affairs		
(1) Azumi	Chief	Supervision of local finance " " elections " " local administration General Affairs regulations
b. General Affairs Sub-section		
(1) Kakiguchi	Manager	Purgee Encouragement of savings Disorderliness Commendation of local officials
(2) Takagishi	Employee	Fire fighting Schedules Charge of quarters (CQ) Confidential Documents Other correspondence
(3) Miki	Irregular	Registry of Foreign National (50) Investigation of Confiscated goods (no cases) Prohibition of Establishment of Organizations Statistics
(4) Nagamine	Helper	Mostly correspondence
(5) Amano	Helper	" "

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c. Welfare

(1)	Taniguchi	Chief	Supervises all welfare
(2)	Miwa	Manager	Child Welfare Disaster Relief Protection of Women (go between (secure employment ((widows) (guidance Social Work Law -Submission of applications of private National Health Insurance
(3)	Azumi	Employee	DISL Minsei-Iin
(4)	Hayakashi (almost two months here)	Employee (Yatoi)	Workshops (2) Public Pawnshops (10) Red Cross (Campaign (Establishment of Ser- (vice group
(5)	Doi	Regular Employee (Shokutaku)	(Demobilization Affairs (Repatriation (182 not yet) (1927 have been) Voc. Loan Money. Rehabilitation of Handicapped Persons (Pansion for Wounded Soldiers - Prostheshes referrals if possible. Relief in kind Repatriate home - 1. Shiso Ryo
(6)	Yasuda F	Helper	Correspondence

d. Accounting

(1)	Yamanaka	Manager	National - Ken Subsidy - Receipt Disbursement Purchase and Maintenance of Property Other Accounting
(2)	Batai	Helper	Payment of Salaries of Teachers
(3)	Nambu	"	" " " " District Officials
(4)	Omae	"	

e. Architecture

(1)	Aso	Manager	9 towns

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(2) Osaki	Engineer	10 towns	(Investigation of Documents (approval of permits to build (issues certificate of allot- (ment of materials. (Investigation of building (materials on hand. (Supervision of construction (" " unapproved (bldgs. (" " business con- (struction.

3. Office space.

5 buildings (1 two story) of one room for each section except storehouse. Economics has 3 small rooms.

4. Supervision

Governor

Kencho

Chief District Office

Section Chief

Local Office

(Kencho has a system of general in-
(spection (visits twice a year) but
(no professional review.
(Frequent visits made to Kencho.
(Only Ken Welfare section reviews local
(offices (otherwise by district) because
(Military Government desires.

5. Forms (Mrs. Kato) and Records.

6. Audit

Auditing is done by Kencho on basis of reports submitted by district office. Kencho may visit when question in reports arises. Inspection team also audits books. National Funds sent by Ken directly to local office.

Date funds received			Date funds disbursed
	Ken		Ken
April 48) May) June)	28 May	Received no cash; just receive and send payment notice.	11 June
July) August) September)	9 August	Local office may hold notice before cashing	23 August
October)	10 Nov.		
November) December)		Ken sends money to bank, and advance	20 November
January) February)	23 Feb.	Notice to district	18 March
March)	30 Mar	Accounting Section gets notice same time. District does not	

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	Date Funds received		Date Funds disbursed
April) May) June)	6 June full payment	arrived until bank advises.	10 June

Notice from Ken appears to take a week in the mail.

7. Reports.

	To Whom	When	What Subject	How
1.	Ken	by 10th	Local Figures	Form
2.	Ken	by 10th	Review report	narrative in accordance with Ken suggestions
3.	Ken	by 10th	Expenditure and income	Form
4.	Ken	by 10th	Child Welfare	Narrative in accordance with Ken suggestions
5.	Ken	by 5th	Revenue and expenditures in institutions	Form
6.	Ken	by 10th	Repatriates	Form
7.	Ken	by 10th	Undemobilised soldiers	Form
8.	Ken	by 10th	National Health Insurance	Form

Special reports on request. General Affairs has Foreign Nationals Homeless people.

8. Meetings attended.

Sponsor		
K	District Welfare Officers	1 monthly
D	Local Welfare Officers	monthly
D	National Health Insurance Conference	irregular
K & D	Demobilised affairs	"
D	Chief Minsei-iin conference	every 3 month.
D	Local Minsei-iin Kai	2/5 monthly
K	Minsei-iin inservice training	1 a year (beginning this month)
K	Western Hyogo Prefecture Welfare	1 a month
D	General Local offices - Minsei-iin	twice a year
K	Child Welfare Conference	Irregular
D	Staff meeting	about twice a month

9. Reviews.

2 places a month. Chief Welfare and Chief District Office or Chid General Affairs and one or more helpers.

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1. Form
2. 2 or 3 spot checks — Fourth
3. Audits fund receipts and disbursements
4. Reads all records.

Makes recommendations at times and sends some back in writing gives office 2 months to make corrections. We revisits.

10. Training Programs

At meetings studies and discusses porblem considered.

1. Agency regulations
2. At minsei-iin kai have doctors discuss calories and often.
3. District minsei-iin kai have professors talk on prevention of delinquency and maltreatment of children.
3. Resources - case handling in child welfare center sociological problems.

Local Minsei-Iin Kai discusses resources.

11. Relationship with Minsei-iin

Supervise local nominating committees
" mayors
Attend meetins but no direct relationship with local or district minsei-iin
Audits local books of minsei-iin

12. Other duties

Workshops have direct contact with Kenkho. Hard to get details.
Chief wants more and better qualified personnel.

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Files at Shiso-gun District Office

June 17, 1949
(Kato)

D.L.S.

1. Material for the monthly report - These sent in from the local offices to the district office. These are compiled into a report from the district office to the prefecture office. One statistics report will consist of several sheets.

a. Case load - by households and persons
* outdoor and indoor
\- total amount (cost of program)

b. Breakdown of Indoor Assistance

(1) 1 institution for repatriates
(2) 5 doctors and hospitals - for medical treatment
* (3) 1 day nursery

c. Outdoor assistance breakdown

(1) As a result of disaster
**(2) " " " " unemployment
(3) " " " " old age (over 65 yrs)
(4) " " " " blindness
(5) " " " " being ill, mentally or physically handicapped, or because of a birth or death.
(6) Children under 1y years.
(7) Others.

d. Report of goods - in - kind

e. Report of case load in more detail each local office.

(1) No. households of 2 or more members per family
(2) " persons in (1)
(3) " single person families
(4) Total of all cases
(5) Amount of assistance to families of 2 or more members
(6) " " " " single member families
(7) Total amount of assistance to all cases
(8) Reimbursement amount
(9) Actual amount paid out by welfare office

f. For indoor and outdoor

(1) D.L.S. - case load
(2) Other public assistance - case load
(3) Total of (1) and (2)

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(4) Amount of D.L.S. programs
(5) " " other private assistance programs.
(6) Total amount (4) and (5)

g. Institutions and no. of inmates receiving aid

h. Institutions and amount of aid given to (g)

2. Statistics on National Government Subsidy

Budgeting needs report sent from local offices for 3 months period to district offices which is sent to prefectural office after compilation. Decision on the amount fo subsidy to each local office is sent to the district office which in turn notifies the local offices. However, the cash is sent to the banks responsible for handling government money and the local office gets it directly from the bank. Statistics is kept in district office for each local office as to amount of subsidy granted for the period and the cumulative amount at each period during the fiscal year. However, no date is attached to the figures and through the report control number which is entered, the report on the subsidy granted must be looked up to find the date.

Because the cash is delayed the local offices are not able to get the money from the bank on this date the report on the subsidy granted reaches them. However, the district office does not know how soon after the cash is available to the local office and although the district office checks with the local office at intervals to find out if the local offices have received the money, such information is not entered in their files.

3. File of instructions from Ken and which was sent to the local offices

4. File of rules and regulations concerning the D.L.S.L. from Ken and sent to local offices.

5. File of reports of Minsei-iin meetings from the local offices.
Sent especially when the local offices want a district representative at the meeting. Usually an invitation to the meeting with the program attached. Those meetings include Minsei-iin "in-service training", regular application approval and case review meetings, special speeches, etc.

6. File of instructions, rules and regulations referring to the Minsei-iin Law. These are instructions etc. received from the prefectural office and much of it is sent on to the local offices.

7. File of Jomu-iin and Minsei-iin meetings conducted by the district office. Conferences and in-service training programs both for D.L.S. & Child Welfare. (Number 5 above and 7 does not contain minutes of meetings or reports of what actually took place at the meetings)

Child Welfare

8. Child Welfare file on general business. File of instructions from Ken - sent on to local offices. Also request for reports and reports received. Reports of meetings concerning child welfare etc.

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9. File of Child Welfare Regulations

10. National Health Insurance

File of instructions form Ken - instruction sent on the local offices that have the program.

Reports of meetings

Monthly reports from towns and villages - form

No, Households and No. persons
No. cases for each type of benefit.

Budget of income -

Amount expected to be Collected for year - amount premiums - collected this month - amount collected - this year cumulative figures for the month

(Includes premiums and balance from previous year)- (can't tell if premium collection is behind scheduled)

Expenditure report -

Yearly budget for Expenditure - benefits paid and other expenses met during this month. - Cumulative expenditure for the year. up to this month.

(for the particular report reviewed, after 2 months, it showed that the yearly budgeted amount had been used up in 2 months for three items birth aid, office equipment and others)

All the towns and villages (1 town and 18 villages) in Shiso-gun had a National Health Insurance Association at one time but because of the high cost of medical fees all of them were discontinued except 3. Reorganization started towards the end of the year 1948 after the regulation on turning over the program from an association to the welfare section of the local offices.

16 applications were made under the new regulations in Dec. 1948. However, only 4 are really active, 2 of medium activity which the others have not really started as yet.

11. File of instructions, rules, and regulations on National Healt Insurance.

12. File of contracts between doctors and mayors to perform the treatments under the social insurance. (practically every doctor in the gun is cooperating)

<u>Disaster Relief</u>

13. Everything concerning Disaster Relief filed in one.

All instructions, regulations and rules from prefecture - and those sent to local offices. Has on file the district disaster relief plan with a chart of the setup/ Also on file, the local offices plans and charts with telephone numbers. Because a copy of those were sent to the prefecture office and so the district office does not have a complete file. They have asked the local offices to submit another but have not received all yet. Each office has some one stayingduring the night

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(C.Q.) and are all well acquainted with the disaster relief procedures in an emergency. The district has not had any dry runs but have had actual experience twice - forest fires affecting small villages.

14. File on occupational aid to repatriates

Up to May 1949 there has been 86 households which received this aid totaling 398,000 yen and 6 groups of repatriates which received 1,695,000 yen. These 6 groups are participating in cooperative undertakings.

The application is made to the towns and villages, which is forwarded to the district office.

The district office makes on investigation - and sends it attached to the application, to the Shomin Ginko (bank)

The bank makes a decision and if approves, sends the money and the documents to the district office which in turn is forwarded to the local office, and the local office makes the final transaction. From then on, there is no more contact between the district office or the local office with the client. All transactions are made directly between the client and the bank.

There are several applications in now for which no answer has been received. Within 1 year only about 18% are approved.

15. File of applications for Occupational Aid to Repatriates from the local offices attached to form of investigations made by the district office on the applicants.

The local office application form has -
name, date of birth, address, No. in family, type of family (Repatriates War Sufferer Demobilized D.L.S. recipients) man's character, D.L.S. grant, occupation expected to enter in, amount income expected and for those who have no property, name of guarantor and such information as his place of business, his character and whether or not he has ever received the occupation aid., prospects for rehabilitation of client, Minsei-iin's han and mayor's han.

District office investigation form part of another form submitted by the local office in which is stated the amount desired by the client. The district office investigation gives the living condition and possibilities and for ability of client in regards to the new enterprise. Other statistical data is not entered unless discrepancy is found with the local office data.

Shiso Ryo

16. File of inmates' records - face sheet only

Case number given. Shiso was started March 25, 1947. Households capacity of 37 families. Under prefectural management, supervised by district office chief w th Mr. Kisehi Doi as the director.

Application or referrals from the mayors of the local offices. District welfare office investigates the client and lets those in the greatest need get in according to the number of rooms open. The local offices are informed when ever a vacancy occurs.

17. File of rent from inmates.

18. File of rent reciepts.

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The rent is sent to the district accountant from the director which in turn is sent to the prefectural accountant.

19. File of all other documents and information regarding the Ryo, such as repair expenses etc. Application for subsidy from the national government has been made.

Red Cross

20. File on Volunteer Service phase of Red Cross.

The Shiso-gun chapter is composed of presidents of each towns and villages women's clubs. The president of the chapter asks the district office to call a meeting for first aid classes etc. The chief of the district office is the honorary president of the chapter.

No money is used but the district office welfare section does the clerical work and keep a file on the work. Reports, when needed are requested of the local offices and their welfare or health official sends back the reports.

Women's Protection

21. File of everything pertaining to the prefecture's instructions dated April 5, 1949 - Hyo Ko dai 361.

List of widows - investigation made and reported to prefecture April 27, 1949. Name - address - age - education - occupation - present situation etc. Instructions are to get the widows together in a meeting and organize. - Object of organization - marriage consultation - occupational guidance.

Goods in Kind

22. File of Goods-in-kin to be distributed to repatriates and destitutes. Information from prefecture as to kind, amount, distribution etc. The district office sends the same information to the local office.

Undemobilized Soldier's Allowance

23. File of everything pertaining to Undemobilized Soldier's Allowance. Untill recently there was direct contact between the prefecture's Sewa-ka and the recipient. Since May, a report of the recipients and the amounts are sent from the Sewa-ku to the district office which also receives the cash now. This in turn is distributed to the correct local offices for payment ot the recipients. There are at present, 174 undemobilized soldier's allowance cases. 8 cases have made applications for the unrepatriated's allowance on April 23, 1949 but have not received any answer as yet.

There were still other files for which there wasn't enought time.

* Was including 4 cases in day nursery because the family was a D.L.S. recipient.

** Included widows with very small children if physcially employable.

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DIST

14 Apr 49

Memo for file: Review of Naga-gun Welfare Office

Accompanied by Mr. Uenishi and Sasaki (student of Osaka School of Social Work on vacation), ken public assistance division.

Persons interviewed: Mr. Sakaue, Yoshikazu, Vice-chief, Naga-gun office; Mr. Fujimoto, Sadaki, chief, welfare section; Mr. Wakisaka, Shigetaka, public assistance chief.

Review conducted in connection with review of the Iwade town welfare office review to gauge effectiveness of supervision by the district office, and in-service training of Mr. Uenishi, and Mr. Sasaki, student of the Osaka School of Service Work.

Organization: District office has following sections: General Affairs; Minseii; Tax; Economics; Land Reform; Forestry (Lumber, charcoal, mountain roads). Education is no longer a section. Formerly had a Civil Engineering section which is now a separate field office of Ken Eng. Section. Health center acts as field office of Ken Health Department. Neither fall under district chief.

Other government offices located in this area other than and not under jurisdiction of district office are: Civil Engineering (Ken); Agriculture and Forestry (branch office of National Agriculture and Forestry Ministry and handles food distribution and purchases); Health center (Ken); Branch office of silk cocoon control office (Ken); Police (NRP).

Staff of Welfare Section:

Fujimoto, Sadaki; 3rd class official. Chief of section. Age 33. Graduate of Wakayama Normal School. In welfare section 11 months. Previously in education for 2 years. Assistant in General Affairs Section. Ken Social Education Section. Taught primary school at Nikata, Kainan.

Akedo, Yoshitani: 3rd class official. Vice-chief. Handles general affairs, National Health Insurance, accounts, etc.. Age 30. Graduate of Japan University, Tokyo. In welfare 8 years including ken. In Ken Social Section has additional duties of minseiin, jidoiin, Dowa. (Note: handles minseiiin and jidoiin which probably should be done by Engo man).

Wakisaka, Shigetaka: 3rd class official. Handles relief (DLSL). Age 25. Graduate of Wakayama Industrial High School. In welfare 10 months. Formerly in Economics Section. In district office total of 2 years.

Nakanishi, Takachi; 3rd class official. Handles child welfare, disaster, Red Cross. Age 22. Graduate of Kokawa High School. In welfare 1 month. Formerly in General Affairs doing clerical work. (Is also Hodoiin appointed by Jido ka, poor practice).

Horia, Toshio: Employee class. National Health Insurance. Assistant to Akedo in insurance, accounts and general affairs. Age 27. Graduate of Taisho University, Tokyo. In welfare 5 months. Formerly in General Affairs doing clerical work.

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Negoro, Tomako (girl): Employee class. Age 19. Graduate of Girl's High School. In welfare 5 months. Formerly in Sewa ka (Demobilization) of ken 1½ years doing accounting work.

The district welfare section is presently authorized 6 employees (4 shuji and 2 yatoiin) which it has at present. When hired by district office, the person is hired as an employee (Yatpiin), then works up to an official (shuji). If graduate of a university, etc. given test and if successful, becomes a 3rd class official immediately. Test given to yatoiin who wish to become officials and to those who apply directly for an official's job composed of examination on Constitution, making reports, channels of reporting; then oral examination. Set up by personnel section. None takes an examination for a specific section or job. It is assumed that if person is familiar with a few broader laws, channels, etc. and administrative matters, he can learn the specific duties in time. This contracts with American civil service in that in order to be eligible to take an examination for a position, he must possess minimum education, and must have already had the training and experience for a particular job, on the assumption that the professional qualifications are more important, the administrative matters can be readily learned, on the job.

Miss Negoro lives at Wasa village, Kaiso gun, near Iwade. She commuted to Wakayama City when had job with Sewa ka. Housing plays such an important part to public officials that rather than accept a position not within commuting distance of their own home, they would usually prefer to quit. The living and housing situation is usually the governing factor in personnel rotations. This makes it difficult to rotate welfare parsonnel within welfare jobs. In order to advance, they must rotate out of welfare into other fields.

Two other girl clerks occupy district office space but are hired by private agencies as follows:

Taniguchi: Clerk. Hired by National Health Insurance Association of Naga gun. Hired by Fujimoto but salary comes from Assn.. Has been given no specific job and merely does anything told to by officials of the welfare section, whether pertaining to National Health Insurance or not. When hired, not hired by any specific job, nor were her responsibilities and duties explained to her at that time, she states. Generally supervised by Mr. Horie but also by chief of the gun association in as much as her salary comes from the association. Was unable to say who is her immediate supervisor.

Iwahashi: Clerk. Hired by Naga gun Minseiin Rengo Kai. Salary paid by Rengo Kai. Duties and responsibilities similarly vague. Probably works for welfare section mostly.

Uenishi explains above situation as one in which the government is unable to afford clerical help, therefore the private agencies pay the salaries but the employees are supervised by the officials of the welfare section. A very undesirable practice in that it divides responsibility and makes supervision difficult, resulting in neither agency operating satisfactorily. Further, it is pointed out that the Minseiin Rengo Kai is a private agency, and it is recognized in or law and has no official status, as opposed to the minseiin system under the Minseiin Law and welfare laws. The channels to training and communication must be through established district offices, to local offices, and then to the minseiin, not through the Rengo Kai. Uenishi states Minseiin Federation (Morita) objects to Ken proposal that the Headquarters of the Minseiin Federation move, along with offices of other private agencies, into the former

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Kyojo Kai Hall. Mr. Uenishi sees no need for the Minseiin Renmei being located in the prefectural offices in as much as training and instruction from ken even though pertaining to minseiin, does not go through Rengo Kai channels but through district offices and then down to the town and village welfare officials. In other words, government channels, Mr. Uenishi considers the Federation a purely system but that the minseiin are appointed to assist mayors, therefore, there only working relationship with them should be through the mayors of city, town, and village.

A proposed organization of district welfare offices as follows, was discussed: Public Assistance and Child Welfare Division (Engo to Jido kakari, also handles minseiin & jidoiin); Insurance division (Hoken kakari, to handle Welfare Pension, Health, and regional functions of the ken Insurance Section as directed); General Social Division (Shakai kakari, to handle general affairs, disaster, dowa, consumers' cooperatives, etc). This organization should eliminate the present weak organization of chief, assistant, assistant to assistant, and on down and instead, will divide responsibilities into clear fields with each division chief responsible for the operation of his division. Agreed as okay and Uenishi states he understood that instructions for district offices to set up such an organization had already been sent out.

Discussed possibility of Wakisaka taking Tsujimoto's place during his absence to attend the Osaka School of Social Work. Pointed out that both are chiefs of the same proposed division (Engo & Jido) therefore the work, except for geographical area should be identical. Ito and Naga guns are neighboring and towns are close. Wakisaka should have no trouble in handling both guns. This would put the emphasis on the position and its duties, rather than the person and the district office. Wakisaka offered objections, mostly due to the fact that he would be working out of his gun. Uenishi states it could be accomplished but would have to be done by ken welfare dept and personnel section after consulting the Ito district chief. Will look into.

Mr. Fujimoto, during discussion with Uenishi and Iwade welfare chief, states he could see no use for minseiin in public assistance and actually were more a bother than help.

Mr. Fujimoto states he had just returned from conference with all mayors in Naga-gun regarding establishment of National Health Insurance Assns. States 12 assns will be established. Difficulty is lack of any hospital. Relief families will not be eligible to be members and need not be inas much as their medical aid comes from the DLSL. States such according to the law. Premiums range from ¥1,000 down to ¥120 per policy, based on no. in family and wealth. Discussed difficulty of computing premium on such vague basis and suggested study of standard premium based on number in family only. As to relief families being eligible to be members, suggested study of possibility of premiums for insurances be included in Sha Hatsu No. 129 as a regular allowance. Uenishi appeared very interested and states he would bring this suggestion up to the Welfare Ministry next chance he gets.

Note: Uenishi states 15 Apr 49 on return, that Wakisaka did not want to take over both guns and furthermore was quitting his job in May or June, (small loss as Wakisaka is no good and whole Naga-gun administration reflects extremely poor supervision). (It is noted that Mr. Iwaki, presently in the children's section of ken and equally as weak, was Wakisaka's predecessor).

HOSHINO

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Nishimuro gun office. 22 March 49

Conf with chief of district office and Mr. Shintani, official of welfare section.

Chief of welfare section, had gone to Wakayama to attend meeting at Red Cross on distribution of Community Chest funds. Indicates the concept of Community Chest and the extent of domination of ken officials over the chest and the dependence of the chest upon government officials for supervision and direction. See Drury.

Nishimuro office has reviewed all towns and villages but four. Of the remaining four, two officials of section out on date, at these two offices. Will complete all in March.

Institutions include: Inari mura, Sumire Hoikuen nursery; Shirahama town, Shuyosho, repatriates home; Kushimoto town, shuyosho, repatriates home; Higashi tonda village, jusanjo. Have visited all but only in company with ken officials. Supervision is apparently poor. No specific inspections by gun. Refer to conference in which function of a district welfare office was outlined as a field office of ken welfare dept and which includes periodic inspections and supervision of institutions in their area. Remind Ken. Records of inspections not on hand.

Welfare office is maintaining records of office reviews.

Possibility of gun office handling welfare pension and health insurance proposed, in addition to the national health insurance presently handled. Chief states no time or personnel. Present organization is as follows: DLSL division; Child Welfare division; national health insurance division; general division. Personnel include: five officials, one employee (yatoiin); 1 fukushi shi who handles only child welfare cases. No clerks. Suggested an organization as follows with personnel assigned: Public assistance and child welfare division (Engo and jido kakari), 1 or not more than 2 officials; Insurance division (hoken kakari) which would handle national health insurance and factory inspections on health and welfare pension, 2 officials; General Welfare division which would handle affairs such as disaster, consumer's cooperatives, budgets, etc. An organization of 1 chief, 5 officials, and possibly one clerk. No change from present organization except duties would be clearly defined and definite work calendars could be set up. Mr. Shintani objected that he could not do the work in the relief division alone. Following agreements reached: one official with no other duties, could inspect 20 offices a month; one official could complete all reports in ten days. Therefore conceivably one official could complete all reports in ten days, make four inspections during one week and have at least a week to attend conferences, etc. Mr. Shintani admitted he spends most of his time waiting doing nothing for visitors. Need is for job positions with clear spelling out of duties, calendars of activities, and definite assignments from ken.

Desirable that the two officials in the insurance section be assigned by the Insurance section of ken. Also desirable for the other officials but at present, not possible.

Discussed with Mr. Iwahashi and Mr. Mukai, possibility of ken setting

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up organization charts of district welfare offices, job positions, and each month directing the activities of the district officials, instead of letting them operate on their own without supervision.

Mr. Shintani deemed incompetent official and should be removed.

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For Antigua

Nishimuro gun office 22 Mar 49

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Discussed with Mr. Iwahashi and Mr. Mukai, possiblitity of ken setting up organization charts of district welfare offices, job positions, and each month directing the activities of the district officials, instead of letting them operate on their own without supervision.

Mr. Shintani deemed incompetent official and should be removed.

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Higashimuro gun office

Accompanied by Mr. Iwahashi and Mr. Mukai, ken public assistance division.

Organization of Higashimuro gun welfare section (minseii ka).

Higuchi: chief of welfare section; National Health Insurance; Minseiin;
Nakamura: Daily Life Security Law (public assistance); Child Welfare.
Komatsudani: Relief (assistant to Nakamura); expenses of DLSL; supplies.
Tsumoto: Disaster; consumer's cooperatives; pawn shops; dowa jigyo; repatriates; demobilized; etc.
Kuribayashi (girl): clerical assistant to Nakamura and Komatsudani in public assistance.
Izumi (girl): clerical assistant to Higuchi and Tsumoto.

(Nakamura handles most of the odds and ends.).
Total of 4 officials and 2 clerks.
No subordinate official or division to handle insurance. Mr. Higuchi, chief handles, assisted by Nakamura. Mr. Higuchi states many people inquire concerning Health and Welfare Pension, but inasmuch as the district office has not been charged with these two insurances and has no information on it, is unable to give advice. Pointed out that should be a function rather than the ken insurance section sending special representatives down into the area who have no connection with the district welfare section. More effective and efficient. Have requested that ken insurance section send an official but none yet. Other district offices have. District chief questioned as to, if insurance section can send their own personnel down to staff insurance divisions in the district offices, why can't welfare? Possible. Organization is similar to other district offices in having no clear definition of responsiblity and fields. Work is the responsibility of the chief, Mr. Nakamura assists him, Nakamura in turn has assistant, etc.

Following organization proposed:

Chief, Mr. Higuchi.

Public assistance & child welfare division Nakamura	Insurance division Mr. Komatsudani (Nat'l Health, Welfare Pension, and Health, and all other duties assigned by ken insurance section.	Social division Mr. Tsumoto (disaster, consumer's cooperatives, dowa, etc.)

One official for assistance and child welfare probably adequate in pinch. Insurance probably would need two, one for national health, and one inspector for the Welfare Pension and Health insurances. Social, 1 sufficient.

With exception of Nakamura, division chiefs probably not qualified to hold down a division. Job positions under such an organization could be set up and personnel assigned on this basis. Desirable that, inasmuch as job positions are set up and the work is the same in any district, that personnel be rotated among

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districts, rather than rotated among divisions and sections. Living conditions would stimy this suggestion however. Only chief of district provided house. Same type of a job classification as a Fuku shi shi works under. Present organization does not allow such type of personnel rotations due to the work being assigned to an official rather than official assigned to a job.

The justification for such job assignments by which an official does not specialize in a particular field is that in event of sickness, another official will be able to do the job. Fallacy of this pointed out. Better that an official holding a particular job assignment, cover two districts.

District office has inspected all offices but one and will complete that during March. Evaluation given as follows: Of 26 offices; 1st class-9; 2nd class-8; 3rd class-7; bad-2 (probably will have to change the official).

Custom in local offices (city, town, village) that personnel will be hired from citizens of that community. Makes job classification and professional classification difficult. Interchange of ideas and personnel difficult. A person who desires to stay in one field cannot because he cannot move up in the same field through difference offices of increasing responsibility, but must rotate through different types of work in the same office. Again living conditions bar.

Institutions, only Ienma nursery; repatriates home at Koza; Takakai, Nishi mukai, Oshima. Have not inspected other than ken. One of districts' jobs. Suggested minimum of 3 offices and one institution per month. Institution inspection about same as welfare offices.

Monthly welfare activities report submitted 10 Mar. Not too good. Will have to go over it with ken. Districts will have to be instructed further on preparation.

Have established in office, individual folders for each of the welfare offices.

Explore on return to ken, the possibility of ken setting down for a couple months as an experiment, direct supervision of the district welfare offices. For instance, which welfare offices to be reviewed, which meetings to be held, which institutions to be inspected by name. Maybe even go as far as setting suggested dates. Set up a calendar of activities of a district office desirable to routinize activities. Ken must set up a training course which uses a field demonstration of each activity of a district office. Though district officials accompany ken on all reviews and inspections, should be standardized in the form of a training course.

Also, argument always raised that in case of sickness everybody must be familiar with all office jobs. Can we get ken to in event of sickness or absence, neighboring district division chief will take our two governor. Inspections are same, duties are same. Would help to shift emphasis from the job being a disriat job to being a welfare job. See ken on this. Have Higashimuro inspect Kushimoto. Have Naga assistance chief take our Ito during Tsujimoto's absence.

HOSHINO

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Higashimuro gun welfare office, 17 May 49.

Takagaki, Iwahashi, Ken. Higuchi, Nakamura, gun.

Discussed Kodai on establishment of definite divisions in the district welfare offices. Nakamura, chief of relief and child welfare division, still does some work on insurance. Chief, Higuchi, in the absence of a competent official, handles National Health Insurnce, assisted by Nakamura, which makes for a bad setup. Finally agreed that he release Nakamura from all duties but relief and child welfare and that Konatsudani assist him in insurance. Konatsudani formerly assisted Nakamura. Tsumoto will handle general affairs. Tsumoto [illegible] handled child welfare, splitting the two works, and Higuchi agreed to transfer his child welfare duties to Nakamura. Iwahashi states he will secure from all district welfareoffices, charts of their offganization, and personnel assignments.

4 days previously, Mie ken people came to Wakayama Ken to observe public welfare and visited Shingu and Ugui. Apparently procedures in the twon prefectures are completely different. Mie minseiin still retain the case records and the emphasis is upon minseiin participation.

Iwahashi inspected records of gun inspection of Shimosato, Katsuura, and Shimotsto towns (directed by ken letter). Records improving. Taiji mayor instructed to change [illegible] official and [illegible] did. Takaiki, Kosa, and Machi officials were also changed.

Tsumoto named child welfare [illegible] instutition inspector by children's section (Uye). Takagaki said he would change to Nakamura inasmuch as he is now chief of the public assistance and child welfare division, instead of Tsumoto. (See Drury)

Kidai No. 321, 12 May 49, re institution inspections schedule. Has phrase, "on instructinn of MG", etc. Takagaki instructed undesirability of practice in order to gain respect for the ken and district officials. Machi nursery only applicable [illegible] instituti n in Higashimuro gun. Kidai lists only Yogo shisetsu and kyogoiin, no nurseryories. Look up.

Jidai 266, 19 Apr 49 concerning child welfare institutions. Takagaki had not seen, yet he is division chief in charge of this particular responsibility. What kind of an administrative set up do they have in the Children's section anyway. See Drury to get this thing straightened out. Also there is a standing understanding that all instructions from children's section of an important nature, a copy is to come to MG. Not being followed. Apparently the internal affairs of the Children's Section are in miserable shape and will have to be overhauled.

Educational standards for welfare officials: Of 26 officials in Higashimuro gun, 10 are not graduates of high school and 15 are graduates or better. Official of Nishimukai quit. Taiji, Kosa, Onowa, replaced by mayors on recommendations of gun. Higuchi states 10 remainder have been reviewed carefully and feels that they are doing a satisfactory. Have requested approval to ken for their exception to the standard. Before setting of the standards, 13 were not graduates, and 13 were, therefore a gain of 3 by reason of the standard. While I believe the exceptions were too many, and the gun official cannot and does not foresee future demands and expansion of the welfare programs and the need for better qualified personnel, he has had a good excuse to fire some wholly incompetent officials and the standard is still on the books and applicable. It was pointed out to Mr. Takagaki, that it was the welfare section and not the children's section that set these standards,

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/ø/ yet the children's section and child welfare law is the only one that has standards in its own section such as for center officials and fuku shi shi, and institution workers. This indicates how the children's section has lagged behind the welfare section in development of its program. Takagaki seemed impressed and remarked that the children section wasqonly one year old and likened it to being in the first grade while the welfare section was in the third grade.

Tsumoto states no consumer's cooperatives established and has heard of no desires for such.

26 Apr, Higashimuro gun had practice alert simultaneously with the Wakayama disaster practice. Observer sent and district office established contact the disaster headquarters. Apparently okey.

13-15 ration delay. Iwahashi discussed with Economic Section chief and brought to his attention, the Kodai, requesting mayors to give relief families priority in their ration owing to their dependence upon it.

No relief due to unemployment in Higashimuro gun. None of the officials could state whether it would increase.

Higashimuro is maintaining separate file jackets on the separate town and village welfare offices and states it is working out fine as suggested on previous visit. This method of filing papers will put the emphasis upon the office and its functioning, rather than upon the clerical aspects of the district office work. In other words, a complete study of a ø/ø local welfare office can be made by examining one folder, for the most part; a follow up visit can be evaluated against a previous visit; filing is easier, particularly for the new clerical personnel; and new personnel coming in can study a local office easier should he be called upon to make a review. While the individual jackets contained for the most part, only a record of one or two reviews, over the period of the coming year, it is expected that considerable material will be placed in them. Follow up. Iwahashi states he is extending this method of filing to ken and to other district offices. Also recommended that institutions have their own separate file jacket. Takagaki remarked that in the children's section, papers concerning an institution would be filed either together with papers of another institution, or scattered throughout many files depending upon the subject matter. States he would establish this in the children section.

Takagaki visited the Tenma nursery. Agreed did not meet standards though he apparently had not intended to press the enforcement of standards, particularly on space and had a negative attitude towards the rest. He was asked to take each point in the standard regulation (he did not even have the standards along for an institution inspection and had to secure a copy from the district office!!) and adjudge the facilities of the institution against the standard. 145 inmates at present which standards would require 87 tsubo space, institution has 50. Takagaki states institution had received applications for entrance and Takagaki more or less approved the overloading. Standards would require 5 Hobo which must have completed a training course. ø/ Institution has 5 but two have not completed the course. Supervisor must have 2 yrs experience, which he has. Other facilities, such as slide, swing, behjos(1 for 20 inmates), etc, Takagaki says are met, at least in number. Takagaki advised that until the institution meets all the points included in the standards, it could not be considered to meet standards; that he was employed to enforce the standards, not to find reqsons why they could not be met; and that a sincere welfare worker's job was to always work towards higher stand rds.

HOSHIDO

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Antiques

Nishimuro gun office; 19 May 49 w/ Iwahashi, and Takagaki, ken.

Interviewed Wakita, Kenichi, chief welfare section; Sakamoto, relief division chief; Shintani, insurance division chief.

Wakita-Age 43; graduate Kyoto High School; in district welfare office 1 year; formerly in Economics section as 3rd in rank in charge of rations; has been in Tax office. In district offices since itsestablishment in 1940. Doesn't know where he will go next, depends upon the chief. Probably will take over chief of another section. Apparently chiefs or other personnel have little say ofer their new assignments and as a result, do not speculate or care particularly. Chief states there have been some officials who have gone to ken from a district office. Iwahashi states he understands that from now on, during the personnel rotations, the governor is going to ask personnel of their desires and to try to give them some consideration. Wakita lives in Tanabe City and has lived there most of his life.

Sakamoto-home in Nishi tonda. Born in Korea and repatriated in 1945. Graduated agricultural college in Korea. In district office 3 years; in welfare since Nov 48; previously land reform. His permanent home is in Nishi tonda with mother. Would move to ken if requested.

Shintani-Home Tanabe City and has lived here all his life. Came back from Tokyo where had been working 8 years ago. Age 38; graduate Kobe Commer (High) School; in district office 4 years, continuously in the Education and Welfare section before it was divided.

Nakagaki-Tanabe City; graduate Tanabe High School; age 27; in district office 1 year; previous worked in Wakayama factory.

The conclusion drawn is that all are local Tanabe people, who have been born and raised and lived in Tanabe Cityand have seekod employment locally. In other words, the location of the job is of more importance than the type of work. This situation works against a young professionally worker moving up in the welfare field because it would necessitate moving from one location to another. It also works against bringing in of new ideas and thinking. However, they did know of two young people who had gone to work in ken but they are single and batching, hardly a satisfactory arrangement.

Divisions have been established in accordance with ken instructions as follows: Chief, Wakita; Public assistance and child welfare, Sakamoto; National Health Insurance, Shintani; General; Okamoto. Okamoto is quitting soon and will be replaced. Sakamoto has been properly designated as child welfare institution inspector. Nakagaki just helps anybody.

Shintani is apparently the weak official. He was formerly public assistance man and supervised very poorly. He is displaying the same ineffectiveness in insurance. States he would and could take over Health and Welfare Pension Insurances and act as field representative of Hosurance section if so instructed. Agreed that this would take him into factories and companies, in Tanabe City, which previously district offices have had no jurisdiction over, ken having supervised direct. This fact pointed out to Iwahashi with reference to field offices of ken and the relationship of district and city.

Child Welfare: Case work is being done by Jido fuku shi shi. Sakamoto supervises institutions and supposedly jidoiin. States this occupies but 5 % of his timehowever. Discussed possibility of fuku shi shi in this area take over this work as field representtive of the children's section and become

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in addition, chief of the children's division of the district welfare office. In other words, four division would be established, separating child welfare from relief. Needs further exploration, particularly clarification of the function of the Jido fuku shi shi in view of the Ji Hatsu which removes the fuku shi shi from the center and places him under supervision of the children section chief. Have Drury explore. Maybe our approach is haywire. 1/4/61 Then too, Artigues idea might pan out okay. Idea of in addition to a professional Jido Fuku shi shi handling child welfare, that all the other division be similarly reorganized into fuku shi shi. Another words, an Engo fuku shi shi (public assistance field worker); Hoken fuku shi shi (insurance field worker), etc). This set up would autonticially establish the district welfare section intoa field office of the welfare department and authorize it to go into the cities as purely supervisory field representatives of ken, instead of the present setup in which they supervise only the towns and village s of the gun. This would further eliminate the dual function of ken, that of planning and supervising district offices, the actual supervision of and also doing actual supervision of the four cities which the district offices, if they were reorganized, could just as well. Remarkable thing developed in that all stated that they were not competent should such a reorganization occur, in that they were not professionally qualified as the Jido fuku shi shi were required to be in a particular field. (isn't this what we've been after). Further, Iwahashi stated that if the district offees were going to supervise cities, they would have to be strengthened and better qualified personnel brought in (isn't this what we've been after too?). This need much more study.in the light of field supervision. See Artigues. Still, it was pointed out to Sakamoto, who felt that he was not professionally qualified, that he at the present time, was the most competent available person for such a professional field worker and that from many standards, we could not consider the present Jido fuku shi shi competent but similarly, were the best availble. At any rate, Sakamoto is probably the best in this office and should be kept. He looks good. Also see the Ashimoto review of 18 May.59.

M. R. Welcome upto you later re OD 6. 9/1

Child welfare institutions are only one private nursery at Inuri, the Sunire hoikuen, private, which get a chest grant. Ken and National subsidies for per capita care go direct from ken to the institution. Other institutions are Seifu Ryo and Minsiin Ryo, both public and which were discussed with Sakamoto during Ashimoto review concerning public management and subsidy. Other is Higashi Tonda jusanjo operated directly by ken and financed entirely by ken under a special fund for the Down work. See Uda. Not a welfare project, as such.

Discussion of need for minseiin. Agreed that officials must be more qualified if they are to assume entire responsibility yet agreed that retention of minseiin was actually retarding the development of competent officials. Sakamoto agreed to no necessity for minsei in. Wakida states minseiin do work other than PA but admitted that they were "supposed" to but actually did not. Agred that the double visiting by both minseiin and official is undesirable and further agreed that in view of this duplication, if one must be discontinued, it would have to be the minseiin, not the paid official. In Nishimuro gun, distances from welfare offices might be a problem in some geographically large muras. Of 37 offices in the gun, state 26 geographically practical, 11 for welfare 11/11/11/11/ official to visit. Remaining 11 somewhat difficult and some other arrangement would have to be made. Sakamoto liked Iwahashi's idea of an advisory board of three minseiin for each office. Therefore, on this basis, of 3 x 37 minseiin each for 26 offices and the remainder more depending upon need, approximately 120 was agreed upon as adequate. Present number of minseiin is 200. All agreed satisfactory and practical.

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Kyushu
Miyazaki
Kobo

Nishimuro gun review 19 May 49, contd.

Pointed out to Takagaki that the children section would have to take this trend and thinking into serious consideration inasmuch as the welfare people were thinking of eliminating minseiin from the ~~xxxxx~~ PA program and to reduce them in number and their operating functions while the children's section was intent upon training them!! Takagaki stated he would have to think more about training the paid officials in child welfare, and that he had more ~~xx~~ less ignored the welfare office and officials.

Office procedures and records explored: Do have division of files on DLSL, child welfare laws; reports filed separately, much material is retained in files after consolidations and becomes dead and should be discarded; have correspondence files ~~xxx~~ on ltrs to ken. Indexes and registries, activies report to ken (newly instituted); record of conferences; a good admin strative man could well do a good over haul job in some of these offices. Suggested individual jacket for each town and village welfare office as already established in ~~xxxx~~ Higashimuro ~~gun~~ plus a jacket for each individual institution. Will place the emphasis upon the individual office or institution, rather than the clerical aspects of the district office, and stress supervision over them. Sakamoto ~~xxxxx~~, Takagaki, state this isrevolutionary in Japanese filing methods, and very practical and desirable. Will adopt. Advantages pointed out: simpler; new official can make study of the individual office; new clerical assistants can easily determine proper file; emphasis upon the agency; ~~xxx~~; means of judging progress ie comparing record of previous review with a subsequent review filed in the same jacket; etc.

Nishimuro gun office has completed reviews of all offices directed in ken instruction and the institutions. Iwanishi examined records. Okay.

HOSHIDO

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Monthly Activities Report for July 1949. Nishimuro District Office.

General conditions (Main business executed during July 1949)

1. Application of the Disaster Relief Law to the disaster caused by inundation taking place on 5 July. Activities of the Nishimuro Branch Unit made in accordance with the enforcement of the activities plans of the Wakayama Pref. Disaster Relief Corps.

2. Relief for the repatriate from Soviet Russia.

3. Actual measure taken for the strengthening of the national health insurance.business.

1. As regards the application of the Disaster Relief to the disaster caused by inundation taking place on 5 July 1949, the Nishimuro Branch took the following activities be applying the Disaster Relief Law with the visit by the chief of the Bulletin Division of the General Affairs Dept. on 6 July by the following organizations.

a. General Welfare Dept. Mr. Nishikawa and Mr. Sakamoto were alloted to the Headquarters of the Branch.

b. With regard to the investigation of the flooded areas and direct guidance, the Relief Squad was organized to which the chief of Prefectural Welfare Section and Mr. Wakita were assigned.

c. Disaster Conditions Investigation Squad was organized with Mr. Tanaka as its chief.

d. Mr. Nakagaki, in charge of disaster relief was ordered to station in the actual spot. (Susami town).

Activities for inundation.

a. On 6 July, official was stationed in the devasted spot (Susami town). Investigation was made on the actual spot and photographs were taken thereof. Prompt reports were brought from Shionomisaki, Kushimoto, Arita, Tanami, Wabuka and Esumi on the damages therein and contact was kept concerning the report to the District Office and also concerning the relief supplies.

b. On 7 July, the chief of Welfare Section of the Prefecture, staffs thereof, and the chief of the Bulletin Section and the District Office Welfare Section Chief arrived at Susami Town by boat and at same time the relief supplies arrived. Plans for the distribution of pots, kettles, blankets, towels, school-children's suits, girls' suits,

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shirts, drawers, rice-bowls, dishes petrolums were set up.

c. 8 July. Prefectural governor came to Susami by boat and the candle-sticks without consideration arrived by the same boat. These candle-sticks were distributed to Shionomisaki, Kushimoto, Arita, Tanami, Wabuka, Esumi, Susami, Hiki, Mimai and Kurusugawa.

d. 9 July. Relief supplies (candle-sticks with consideration) arrived.

e. 10 July. The above supplies were distributed by boat.

f. Conference on the disaster was held on 27 July at Wakayama City and the Welfare Section Chief of the District Office attended.

g. On 28 July. Asolatium for the sufferers was distributed to Akitsugawa, Kurusugawa, Tomisato, Mitsukawa, Otogawa, Samoto, Kushimot, Shionomisaki, Wabuka, Esimi, Hiki and Mimai.

2. Repatriation from Soviet Russia.

1	July	Takasagomaru	5	Welcomed at Minabe.
4	"	Eitokumaru	5	Welcome at Gobo
6	"	Daitokumaru	3	
8	"	Shinanomaru	8	
20	"	Standing commissioners' meeting at Wakayama City, Section chief attended.		
24	"	Hidehikomaru	3	
25	"	Taiyumaru	2	
27	"	Unshumaru	2	
29	"	Uzanmaru	2	
31	"	Shin-yomaru	3	

To the Wakayama Local Room of the Repatriation Relief Bureau in Maizuru, the following printed matters showing the conditions of Wakayama Prefectural were sent:

a. Outlined conditions of the town and village administration in the gun.

b. Outlined conditions of the foodstuffs distribution.

c. Unemployment conditions of the general public and the demobilized and the countermeasures therefor.

d. Relief countermeasures for the families of the non-demobilized.

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e. Present tendency of thoughs.

f. Outlined conditions of the non-demobilized persons' families.

g. Others.

3. National Health Insurance business.

Nation-wide study course on the National Health Insurance business sponsored by the Welfare Ministry.

a. Date: From 1 to July 1948.

b. Place: All Japan Town and Village Hall, Hishikuboyu-cho, Shiba, Tokyo To.

c. Participant: Mr. Shintani

d. Main subjects lectured:

(1) Concerning local autonomy system

(2) Concerning National Health Insurance Law

(3) Budget for national health insurance

(4) Operation of the directly-managed medical institutions.

(5) Concerning Welfare Pensions Insurance Law.

(6) Concerning Health Insurance Law.

(7) Seamen's Insurance Law.

(8) Workers' Accidents Compensation Law.

(9) Actual management of the national health insurance.

(10) Concerning social policies.

(11) Various problems on the national health insurance.

(12) Business guidance on national health insurance.

(13) Accounts and State subsidies for the national health insurance.

(14) Various statistics and reports.

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(15) Tendencies in the Japanese economy.

(16) Medical care and the examination.

(17) Outline of the welfare administration.

(18) Outline of the social security.

(19) Concerning health institutions.

(20) Present international situations.

4. Conferences held.

a. Date: 29 July

b. Place: District Office

c. No. of towns and villages participated: 16 villages (13 persons)

d. Main subjects discussed:

(1) Report on the All- Japan National Health Insurance business.

(2) Business of health nurses and documents of reports.

(3) Monthly report on business.

(4) Establishment of the medical care remuneration examination committee.

(5) Pressing for the payment of the contributions falling in arrears.

5. Countermeasures for the promotion and strengthening of the National Health Insurance business for the period after August 1949 onward:

a. For the towns and villages in which the national health insurance is already being carried on. By making these towns and villages strictly submit the various reports, stress shall be laid upon accurately catching the conditions of the business and adjustment and strengthening of the operation.

b. For the towns and villages in which national health insurance is not yet being carried on. Main stress shall be laid upon Kushimoto area (so-called Hoheuro area) and by requesting the cooperation

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of doctors in this area, measures shall be taken for the reopening and strengthening of the national health insurance business in neighboring towns and villages.

c. For the general public.

The purport of the national health insurance business shall be disseminated and propagandised among as many people as possible through the press lecture course for strengthening inauguration of the business in towns and villages.

d. Especially for Tanabe town which is the center of this gun, materials of the business conditions of all urban areas in Japan shall be collected for opening the campaign for the public management of this business.

e. By strengthening the branch of the National Health Insurance Organization Federation, an anxiliary organ, both materially and in personnel, the anxiliary part in the administrative phase shall be played by these organs.

6. As regards the Relief Division, we planned the examination of the qualification standards for the welf re officials and the inspection of welfare business on 6 July (in Kushimoto town and 10 others) on 7 July (in Ayukawa village and 10 others) and on 8 July (in Inari village and 12 others) by Mr. Shibachi, Mr. Wakita and Mr. Sakamoto. However such plans were suspended due to the inundation disaster taking place on 5 July and all the efforts were made for the disaster relief and repatriation relief.

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Functions carried on by the Welfare Section during July.

1 July.

Mr. Shibachi, Mr. Wakita, Mr. Sakamoto and Mr. Nakagaki welcomed the repatriates who came back from Soviet Russia on board the Takasago-maru at Minami town.

4 July.

Mr. Wakita and Mr. Nakagaki welcomed the repatriates who came back fromSoviet Russia on board the Eitoku-maru.

6 July.

Mr. Sakamoto welcome the repatriates who came back from Soviet Russia on board the Daitoku-maru.

7 July.

Due to inundation, the qualifications examination for the welfare officials and welfare business inspection were suspended.

8 July.

Mr. Sakamoto welcomed the repatriates from Soviet Russia on board the Shinano-maru.

10 July.

First sectional meeting for welfare business was held at the assembly-hall attended by Mr. Sakamoto.

11 July.

Mayors' conference for the disaster countermeasures was held.

From 6 to 11 July.

The provisions of the Disaster Relief Law were applied to the inundation taking place on 5 July and the practice plans for the Wakayama Prefectural Disaster Relief Corps were enforced.
Mr. Wakita made investigation on the actual spot and gave guidance.
Mr. Nakagaki was stationed in Susami town.

From 12 to 14 July.

Business conference on inundation taking place on 5 July attended by Mr. Wakita and Mr. Sakamoto.

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15 July.

Mr. Wakita attended the standing minseiin and welfare officials conference in Kamitonda area held in Iwata village.

20 July.

Mr. Wakita attended the standing commissioners meeting of the repatriation promotion relief association held in Wakayama City.

22 July.

Mr. Wakita went to Susami accompanying Mr. Tokugawa who inspected the flood disasted areas.

24 July.

Mr. Nakagaki welcomed three repatriates who returned on board the Hidehiko-maru.

25 July.

Mr. Nakagaki welcomed two repatriates who returned on board the Taiyu-maru.

27 July.

Mr.Nakagaki welcomed two repatriates who returned on board the Enshu-maru.

29 July.

Mr. Nakagaki welcomed two repatriates who returned on board the Eizan-maru.

Mr. Shintani attended the national health insurance business operation conference.

From 27 to 29 July.

Mr. Wakita attended the welfare section chiefs conference, disaster relief conference and social works lecture course.

31 July.

Mr. Nakagaki welcomed two repatriated who returned on board the Shinyo-maru.