

WAR RELOCATION AUTHORITY  
GRAMADA PROJECT  
March 16, 1943

To Chairman of Council

From Block Managers assembly

In reply to your letter of March 11, 1943 regarding to the appointment of Arbitrary Commissioners, we wish to advise you that on March 16, at regular Block Managers meeting we took your suggestion. The following Managers accepted the position for the first term:

1.	7H	Kasuo Yamane
2.	7E	Takaishi Tanaka
3.	7G	Shinichi Fujino
4.	7F	Shinichi Tsunori
5.	7K	Rokuro Okubo
6.	9E	Frank Fujii
7.	9H	Ben Kawashima
8.	9K	Kunata Irai
9.	9L	Takashi Shima
10.	11E	Atsuyoshi Saisho
11.	11F	Hideoji Sugawara
12.	11G	Kasuo Okura
13.	11H	Giichiro Mitani
14.	11K	Yasutoshi Yoshizawa

Respectfully yours,

Chairman Blk. Managers' Assembly

July 12, 1943

copy

From Block Managers  
To Consul

(I)

At blk. managers meeting on July 12, 1943 it was suggested that all work divisions should have a closer coordination and accommodate workers by mutual consent of the head of the departments. A meeting of their representatives now and then should be held and discuss acute labor shortage in particular dept. <sup>help</sup> to solve its <sub>and</sub> difficulty.

(II)

There was a suggestion that Consul create a special committee to look after the center labor problem:  
eg. "Labor Committee "

To: Yasutoshi Yoshizawa    Date: August 18, 1943  
11K - 12A

From: Enoch Dumas

I presume you have been notified of your appointment to the sub-committee of the Reception Committee known as the Hospitality Committee. The function of this latter group is to prepare the way for the smooth adjustment of the expected people from Tule Lake into the life of our Center.

Please be present at the first meeting of the Hospitality Committee at 1:00 P.M., Thursday, August 19, at Hospitality House.

WAR RELOCATION AUTHORITY  
AMACHE, COLORADO

OFFICE MEMORANDUM

October 5, 1943

To all Block Managers:

After this date, all United States Treasury Checks will be issued in a card form which must later be used on electrical machines. Care must be observed by all persons who receive these checks that:

- (1) the checks are handled with extreme care.
- (2) the checks are not folded, creased, rolled, or punched.
- (3) the checks are not exposed to dampness. *SD*

It will be appreciated if you will make an announcement at your earliest convenience in your block mess Hall concerning the care of checks as outlined above. It would also be well to suggest that checks be cashed as soon after receiving them as possible in order to avoid any undue wear and tear on them.

Very truly yours,

*James C. Hanagan*  
James C. Hanagan  
Agent-Cashier

WAR RELOCATION AUTHORITY

Granada Project  
Amache, Colorado

March 28, 1944

TO ALL BLOCK MANAGERS

FROM: W. Ray Johnson

SUBJECT: Duties of Block Clerk

The main assignment for the block clerk is that of an assistant to the Block Manager. The clerk is supposed to be in the Block Information Office from 8:00 a.m., until 4:30 p.m. The clerk will naturally take any messages from the residents of the block concerning any special requests of the Block Manager. The clerk should keep a record of all meetings held within the block. This record should show the purpose of the meeting, the topics discussed, and decisions made by the block residents. A file should be kept of all memoranda from the administration taking up certain problems with the Block Managers. The clerk should be responsible for orderly arrangement of the Information Office and should use particular care in the receiving and distribution of mail.

The position of Personnel Director will be abolished as of March 31, and all employees in these positions will be either terminated or transferred to other positions. Much of the work performed by the block Personnel Director will be assumed by the personnel Management Section; however, there are several duties and responsibilities that should be accepted by the Block Manager which were formerly carried on by the Personnel Director,

- (1) Compiling and submitting to the Statistical Section, Form BEC-2, Rev.; (Population Summary Report) weekly
- (2) Compiling and submitting to the Personnel Management Section, Form BEC-6, (Visitors' Report) weekly
- (3) Distribution of Workers' Copy of Notice of Job Assignments and Terminations

It is probable that requests will be made from time to time for reports or surveys that can best be accomplished from records maintained in the office of the Block Manager.

The block clerk will naturally assist the Block Manager in the securing and compiling of the information requested above and will take any and all special assignments from the Block Manager concerning any type of work for the block or for the administration.

WAR RELOCATION AUTHORITY

Granada Project  
Apache, Colorado

OFFICE MEMORANDUM

TO: ALL BLOCK MANAGERS

DATE: MAY 17, 1944

FROM: W. RAY JOHNSON *W.R.J.*

Attached is a statement concerning the general work of the Block Managers. Most of the regular duties of the Block Managers are listed and some instruction given as to what contacts the Block Managers are supposed to make for their sections of the Administration. Please study this list carefully. Some problems might arise in your block which are not definitely listed, but, which you as leader of the block, will necessarily have to be aware of and work on.

We are attaching a Notice of Nomination sheet which is to be used by you when there is a vacancy in the office of Block Representative in your block. Please note that it is desirable to nominate two or more candidates and that these candidates should accept the nomination at the time of the nomination meeting. If you will bring this notice to the office we will type out the necessary ballots for the election of the new representative.

[1944 May 17 - enclosure]

NOTICE OF NOMINATION

This is to certify that at a meeting of the voters in Block \_\_\_\_\_ held on \_\_\_\_\_, 1943, the following were nominated for the office of Block Representative for Block \_\_\_\_\_ to the Community Council of Amache, Colorado.

	Name	Address
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

Block Manager \_\_\_\_\_

1943

I accepted nomination as candidate for the office of Block Representative for Block \_\_\_\_\_ to the Community Council of Amache, Colorado.

Signature of Candidate	Date of Acceptance
_____	_____
_____	_____
_____	_____
_____	_____

[1944 may 17 - enclosure]

FOR BLOCK MANAGERS  
INSTRUCTION AND INFORMATION

1. Make all official and Assembly announcements.
2. Call and conduct all block meetings.
3. Transmit all Administration orders, notices and information to block residents.
4. Supervise block stokers, janitors, and block clerk.
  - a) Keep time for the above employees, turn in your time report to Assembly meeting every Monday.
  - b) For your block sanitation supplies, report to B.M. Secretary.
  - c) All repair works on block boiler, shower room laundry room, report to Public Works Division.
5. All repairing of apt. units and others, report to Public Works Division or Maintenance office, warehouse #13.
6. Keep your supplies, such as fuses, electric bulbs, etc. Take burned-out fuses and bulbs to Block Managers' office at Town Hall and exchange for new ones.
7. Attend regular Assembly meetings and perform assignment work Assembly may request you, including committee work.
8. Make arrangements for funeral and wake service through Community Service Division, (Mr. Johnson's office) including transportation and expenses etc.
9. Assist any emergency arising in your block, including sickness, fire, disturbance etc.
10. For personal and social problem resident may consult you, contact Welfare Section at Reception Hall.
11. Adjustment, or changing of apt. by the block residents, obtain approval from Housing Section at Reception Hall.
12. Take leadership in the block for promoting peace and harmony of all concerned.



[1944 May 17 - enclosure]

13. For sewing machine service and repair, report to Property officer at Property Office Bldg.
14. For express service report to Property Officer at Warehouse Office Bldg.
15. For storage of evacuee's household goods, apply to Property Officer for arrangement.
16. Supervise the distribution of mail within the block.
17. Secure nomination of Block Representative and supervise elections whenever Community Council or Apache Consumers Enterprise may request or notify you of a vacancy.

WAR RELOCATION AUTHORITY

Granada Project  
Amache, Colorado

May 19, 1944

PROJECT INSTRUCTION NO. 36

TO: Project Personnel  
FROM: James G. Lindley, Project Director  
SUBJECT: Evacuee Leave Regulations--Vacation, Sick, and Leave Without Pay

Effective May 1, 1944, the following Leave Regulations are in force:

VACATION LEAVE

All regularly assigned full and part time workers are entitled to vacation leave at the rate of one work day for each calendar month, or 12 working days per calendar year. Workers assigned between the first and fifteenth of the month shall be credited with one day of vacation leave for the calendar month in which assigned. Workers assigned between the sixteenth and the last day of the month shall be credited with one-half day vacation leave for the calendar month in which assigned. Workers separated between the first and the fifteenth of the month shall be credited with one-half day vacation leave for the calendar month in which they were separated, and those separated between the sixteenth and the last day of the month shall be credited with one day vacation leave for the calendar month in which they were separated.

Intermittent or emergency workers are not entitled to vacation leave.

Apprentices are not entitled to vacation leave, but, if they are regularly assigned to jobs, either full or part time, immediately following completion of training, such time as was spent in training shall be credited toward vacation leave.

Workers must be in continuous service for one month from the date of assignment before becoming eligible to take vacation leave.

Leave without pay up and including 12 working days shall not affect the accumulation of vacation leave.

Sick leave, within the 15 days allowed shall not affect the accumulation of vacation leave.

Vacation leave shall be credited at the beginning of each calendar month, workers may take vacation leave previously earned and that

credited for the current month and may not take anticipated vacation leave.

Workers habitually tardy or generally negligent in the observance of the schedule of hours of duty, may be denied credit for vacation leave at the discretion of the Section Head.

#### SICK LEAVE

Both full and part-time regular workers are entitled to 15 days sick leave a work year. Apprentices and emergency or intermittent workers are not entitled to sick leave.

Upon application, sick leave shall be granted for illness, including pregnancy and confinement, or illness of an immediate member of the family which requires the presence of the worker in the home.

Sick leave shall not be charged for Sundays and holidays except that those employees who are regularly required to work on Sundays and holidays shall be charged with sick leave on such days and shall not be charged sick leave for the lieu days on which they are required to work.

Application for sick leave must be made not later than the day of return to duty and in the case of absence extending beyond 3 days, shall be supported by a physician's statement. If the absence was due to the illness of a member of the worker's family, the physician's statement shall show that the worker's presence was required in the home.

Sick leave shall not be granted in units of less than one hour.

A worker is entitled to sick leave immediately upon assignment, but a worker, absent because of illness more than three consecutive or non-consecutive days during the first month of employment, is required to furnish a physician's statement certifying as to the illness for each additional day of absence during the month.

A worker who has taken all the sick leave to which he is entitled, may elect to charge subsequent absences due to illness to vacation leave, or leave without pay.

#### LEAVE WITHOUT PAY

Leave without pay up to and including 6 working days may be taken with the approval of the Section Head. Leave without pay over 6 working days must be approved by the Cost Accountant and shall not exceed 12 working days unless the worker's presence outside the center is required, in which case leave without pay may be approved at the discretion of the Project Director.

Workers absent on leave without pay in excess of 15 working days may not accumulate vacation leave during their absence in excess of 15 working days.

[1944 May 19]

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A worker who fails to report for duty without reason of illness and without having been excused shall have such absence charged to vacation leave if he has any accumulated vacation leave. Where the worker has no accumulated vacation leave, the absence shall be counted as an unauthorized leave without pay.

Following an unauthorized leave without pay, a worker shall be required to work one full month before being entitled to vacation leave.

An unauthorized leave of 5 working days shall be reason for discharge.

Application for vacation leave and leave without pay shall be made in advance wherever possible and in no case later than noon of the day such leave is to be taken. As previously stated, application for sick leave shall be made no later than the day on which the worker returns to duty.

The worker shall be responsible for submitting an application for leave, Form WRA-335, to his supervisor who shall see that it is presented to the Section Head for approval. After approval by the Section Head, the application shall be given to the timekeeper who shall make the proper entry on the time record. The application shall then be forwarded to the Cost Accounts Unit where it will be audited. If the worker is eligible for the leave requested, the application will be signed by the Cost Accountant, the leave requested charged to the worker's leave record, Form WRA-334, and the application filed. If the worker is not eligible for the leave requested, the Cost Accounts Unit shall immediately notify the Section Head who shall in turn advise the worker and the timekeeper. The Cost Accounts Unit shall advise the Section Head to what leave the absence should be properly charged. Workers making application for leave in good faith that they have earned vacation leave or have sick leave to their credit shall not have such absence charged to unauthorized leave if after audit it is found that they do not have to their credit the leave requested. Sick absences shall be changed to leave without pay.

Leave Regulations have not been too rigidly enforced in the past, partially because some of our employees are not too familiar with them. The attached summary has been prepared and it is requested that each employee study it, in order to acquaint himself thoroughly with the privileges allowed, as well as the responsibilities placed on him, by these instructions.

It is the responsibility of the Division and Section Heads to see that a leave slip, properly signed, is turned in by the employees concerned for each absence from official duty. It is necessary that these Regulations be strictly observed. Your cooperation is requested in compliance on the following points:

- (1) Applications for Vacation Leave Form WRA 335, must be approved in advance both by the Section Head and Audited by Cost Accountant.

(2) All sick leave applications must be turned in to the Cost Accounts Unit not later than two days after the employee's return to duty.

If you will do this, the enforcement of the Leave Regulations will be greatly simplified.

WAR RELOCATION AUTHORITY  
DEPARTMENT OF THE INTERIOR  
Granada Project  
Amache, Colorado

July 1, 1944

PROJECT INSTRUCTION NO. 37

To: Project Evacuee Personnel  
From: James G. Lindley, Project Director  
Subject: Compensatory Time of Evacuee Workers Earned Subsequent  
to January 1, 1944

Effective July 1, 1944 the following Compensatory Time regulations will be in force. *effective*

This cancels and supersedes Project Instruction No. 7, Supplement No. 1, dated January 31, 1944 and Supplement No. 2, dated February 23, 1944.

The Washington office has stated that it shall be the policy to compensate for overtime through the medium of compensatory leave, and has granted permission for payment in cash of Compensatory Time earned subsequent to January 1, 1944 in unusual or emergency circumstances provided time cannot be liquidated within 90 days after the month in which earned. *Procedure*

The only activities which will be recognized as possibly having a condition of unusual circumstances or emergencies which might require payments in cash are listed below. However, the fact that recognition is granted, these activities do not preclude a requirement that every effort be made to liquidate Compensatory Time by time off within 90 days from the month in which earned, and that specific request for payment thereof be made by the Supervisor. *sanctified*

HOSPITAL--Doctors ✓  
Nurses' Aides ✓  
Cooks (Mess) ✓

MESS OPERATION UNIT--Senior Stewards ✓  
Supervising Stewards ✓  
Chefs ✓  
Cooks ✓

ENGINEERING--Plumbers ✓  
Carpenters ✓  
Disposal Workers ✓

FARM (Agriculture)--Supervisory Positions ✓  
Livestock Employees ✓

[1944 July 1]

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The Project Director will consider favorably specific requests for payment only to workers in the categories above listed. It will be expected that workers in all other categories will liquidate their earned Compensatory Time prior to the 90 day period by taking time off as prescribed by regulations unless the Section Head submits an acceptable written justification to the Project Director within 60 days after the time has accumulated. If the request is rejected, the time MUST be liquidated before the 90 day period.

The Cost Accounting Unit will furnish each unit head a monthly report of the accumulated Compensatory Time that is to be liquidated within the next thirty days.

Approval for payment of all Compensatory Time must be executed by the Project Director. ONLY MOST URGENT CASES WILL BE CONSIDERED FAVORABLE.

Payments for earned Compensatory Time as above outlined will not be approved by the Project Director if the accumulated time due after the 90 day period is less than 16 hours regardless of the nature of employment. Workers who accumulate less than 16 hours during any one month must take Compensatory Time off prior to expiration of the 90 day period or it will be automatically cancelled regardless of the type of work involved. X

THE FOLLOWING INSTRUCTIONS GOVERN COMPENSATORY TIME:

✓ The official work week for evacuee workers in the relocation centers is prescribed as 44 hours, based on five 8-hour days and one 4-hour day per week. Except in cases of emergencies or peak loads, regular hours of duty will be observed, and supervisors and employees will plan their work on that basis. Where it is necessary that workers be on duty outside of the regularly prescribed work hours in the center, arrangements shall be made for staggering work hours among the personnel.

Time worked in excess of the prescribed work day shall be limited in all cases to emergencies or unusual circumstances, and it shall be the policy to compensate for this work through the medium of compensatory leave. Overtime in excess of 8 hours in any work day must be ordered and approved in advance by the Division or Section Head in the form of a memorandum addressed to the Project Director. Copies of such memorandum shall be forwarded to the Cost Accounting Unit, and they shall show name of worker, section, and dates for which overtime work is approved. In extreme emergencies, overtime may be performed without prior approval but approval must be obtained from the Project Director as soon as possible after the emergency.

Compensatory Leave may be accumulated but shall be taken within 90 days of the close of the week in which such overtime is worked. Every effort shall be made by Section Heads to assist workers in liquidating earned overtime. Compensatory leave may be taken as elected by the worker, subject to the approval of the Section Head but will not be given in amounts of less than one hour.

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[1944 July 1]

If because of unusual or emergency conditions, Compensatory Leave cannot be granted within the period; the worker shall be given additional compensation for this overtime at the hourly rates specified in the Finance Handbook. Approval for the overtime compensation must be obtained in advance from the Project Director by submitting for his consideration the reasons why the worker was not allowed Compensatory Leave within the 90 day period.

Time worked in excess of the prescribed number of hours or days shall be recorded by the time checker on the reverse side of Form WRA-115 Revised and must be initialed by the Section Head. Overtime will be posted to Form 112 by the Cost Accounting Unit, and it will be the responsibility of the Division or Section Head to see that Compensatory Leave is liquidated by time off. Workers shall be notified by their timekeeper of Compensatory Leave that they leave to their credit. Monthly reports are submitted to Section Heads by the Cost Accounting Unit.

Unused balances of Compensatory Leave may not be transferred between divisions in the same center but are not affected by transfer to another center if the transfer is involuntary or is made at the request of the WRA.

✓ WORKERS UNABLE TO LIQUIDATE COMPENSATORY LEAVE PRIOR TO LEAVING THE CENTER ON INDEFINITE LEAVE, SEASONAL LEAVE OR LEAVE TO ENTER THE ARMED FORCES OF THE UNITED STATES, SHALL BE PAID FOR ANY COMPENSATORY LEAVE TO THEIR CREDIT. THE DATE OF SEPARATION SHALL BE EXTENDED TO COVER THE AMOUNT OF COMPENSATORY LEAVE TO THE WORKER'S CREDIT. PAYMENT SHALL BE MADE ACCORDING TO THE HOURLY RATES SPECIFIED IN THE FINANCE HANDBOOK.

The foregoing regulations with reference to Compensatory Leave apply only to compensatory leave earned after January 1, 1944.

*James G. Lindley*

James G. Lindley  
Project Director



WAR RELOCATION AUTHORITY  
DEPARTMENT OF THE INTERIOR  
Granada Project  
Anascho, Colorado

July 7, 1944

PROJECT INSTRUCTION NO. 38

To: Division Chiefs and Section Heads  
From: James G. Lindley, Project Director  
Subject: Evacuee Employment Procedure

Effective July 17, 1944, the following instruction shall apply.

Recruitment of Evacuee Workers for Project Employment is the responsibility of the Personnel Management Section, and this function will be accomplished by that Section. ALL APPLICANTS FOR CENTER EMPLOYMENT SHOULD BE REGISTERED AT THE PERSONNEL OFFICE.

Every effort will be made to employ evacuee workers in jobs for which they are occupationally qualified. If possible, consideration will be given to the individual's wishes for a particular assignment. However, the Personnel Management Section is responsible for the best utilization of labor needs on the Center, and final decision relative to placement and transfer of evacuee workers rests with this Section.

NO EVACUEE SHALL BE ASSIGNED, TRANSFERRED OR TERMINATED FROM ANY JOB ON THE CENTER UNLESS SUCH ACTION HAS BEEN SPECIFICALLY APPROVED IN ADVANCE BY THE PERSONNEL MANAGEMENT SECTION.

ASSIGNMENTS

Each Section wishing to employ a worker or workers will prepare a "Request for Workers" which MUST be signed by the Section Head. Submit the request for workers as far in advance of the anticipated labor requirements as possible.

Furnish all requested information in blanks indicated. State the reporting place by block or building. Use the name of the evacuee foreman if one is assigned to the crew. Be explicit as to the type of work to be performed and the occupational classifications desired. If special requirements are needed discuss this with the Personnel Technician.

NO REFERRALS OR APPROVALS OF ASSIGNMENTS WILL BE MADE TO SECTION HEADS UNLESS A REQUEST FOR WORKERS IS ON FILE IN THE PERSONNEL OFFICE.

EVACUEES SECURED DIRECTLY BY A SECTION HEAD OR EMPLOYEE MUST NOT BE PUT ON THE JOB WITHOUT FIRST OBTAINING "NOTICE OF ASSIGNMENT" FORM WRA-21 ISSUED BY THE PERSONNEL OFFICE. WORKERS WHO ACCEPT EMPLOYMENT AND ENTER ON DUTY WITHOUT SUCH ASSIGNMENTS WILL NOT BE PAID FOR SERVICES RENDERED PRIOR TO DATE OF OFFICIAL APPROVAL BY THE PERSONNEL OFFICE.

[1944 July 7]

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### TRANSFERS

✓ Authority to transfer evacuee workers between divisions or sections if vested in the Personnel Management Section. Workers who wish to transfer between jobs shall make their requests to the Personnel Office stating the reason. The Personnel Office will check and clear with the supervisors involved, and if the transfer is approved a transfer slip will be accomplished.

✓ ALL TRANSFERS WILL BE EFFECTED AT THE END OF THE PAYROLL PERIOD, TO BE EFFECTIVE AT THE BEGINNING OF THE NEW PAYROLL PERIOD. In cases of critical emergencies this regulation may be waived by the Personnel Officer.

✓ NO EVACUEE WILL BE TRANSFERRED FROM ONE JOB TO ANOTHER WITHOUT FIRST PRESENTING "NOTICE OF TRANSFER" ISSUED BY THE PERSONNEL OFFICE. WORKERS WHO ACCEPT EMPLOYMENT AND ENTER ON DUTY WITHOUT SUCH ASSIGNMENT WILL NOT BE PAID FOR SERVICES RENDERED PRIOR TO DATE OF OFFICIAL APPROVAL. *Put aside*

### TERMINATIONS

Each section wishing to terminate a worker will submit a "Request for Separation", which will be signed by the Section Head. This request must contain complete information regarding reason for termination. Sample reasons for termination are as follows:

1. To assist parents in caring for children.
2. Failure to perform required duties.
3. Work completed. - (Explain)
4. Relocated.

Other reasons should be listed as they apply. However, a general statement such as "Terminated at Worker's Request" MUST explain why the worker requested termination.

In cases of dismissal for cause the supervisor will notify the worker personally, giving him the reason for the termination. The worker then has a five-day period in which to appeal to the Personnel Office.

✗ If a worker is terminated from a position and within thirty (30) days again seeks employment, he will be assigned to his old job or section if work is available.

Procedure for handling and routing of Assignments, Transfer and Termination forms for timekeeping and other purposes is outlined in Section "B" of Project Instruction No. 7.

Division Chiefs and Section Heads are expected to co-operate by complying with this procedure. The contents of this memorandum should be explained to all evacuee workers.

*James G. Lindley*  
James G. Lindley  
Project Director

WAR RELOCATION AUTHORITY  
Amache, Colorado

November 11, 1944

To: Mr. W. Wroth  
Mr. W. Moers  
From: Block Managers Assembly

Our committee contacted various blocks yesterday afternoon and because of the critical situation, the persons listed below will report to work in the following manner:

For high school stoker:

1	✓	Chiyotaro Nekano	11E-12F	✓	Working from 11/10/44
2	✓	Shigeroku Matsumoto	12G-8E	✓	From Monday 11/13/44
3		Shinjen Kuniyoshi	10H-10B		" " "
4	✓	Sutesaburo Takaura	12E-3B		" " "
5	✓	Kenjiro Takemoto	12E-3B		" " "
		<del>Kazuma Wakaide</del>	<del>12F-12E</del>		" " "

For plumber:

1		FRANK KAWA:	8E-7E		
2	✓	Hyoichi Uyeda	11E-9C		From Monday 11/13/44
3		Yukichi Yoshimura	11G-8A		If regular crew is organized
4		Toshio Fujioka	6H-12E		From Monday 11/13/44
5	→	Kazuma Wakaide	12F-12E		" "
6		<del>KAWA;</del>	8		Block Managers Assembly

cc:  
Mr. Johnson

WAR RELOCATION AUTHORITY  
Amache, Colorado

December 5, 1944

To: W. Ray Johnson  
Chief of Community Management

From: Block Managers Assembly

For sometime in the past, there has been considerable feeling among our Block Managers because a certain member of the Assembly differs in thinking with the attitude and action taken by the body as a whole.

It was apparent when on September 20, 1944, our body withdrew from the joint meeting with Community Council, he vigorously disapproved the action. Also noticeable was a question of Manpower Advisors. At a recent meeting a question arose as to his capacity and relationship in accepting a position of Manpower Advisor of the Council. This member stated that he accepted for the interest of the Community and Council, independent of the Block Managers Assembly. He further made a statement that in the past the body has taken many actions contrary to the best interest of this Center, rather, acted in personal grudge against certain group and not with broad understanding and good principle as public men.

If his faith is not with the organization in which he belongs but rather, with the other organization that stands in a different capacity and function, then, he will be better served by working with the other organization, than the Assembly.

Therefore, we believe that we cannot carry out our work and functions properly if he continues to be the member of the body, we refer this member as 12F Block Manager.

to

We are asking you to consider the matter seriously and we respectfully submit to you for your immediate action.

Sincerely yours,

BLOCK MANAGERS ASSEMBLY

Chairman-Joe Y. Kayokata

Vice Chairman, Satoru Kuremoto

Secretary, Tomotaro Nishizaki

January 22, 1945

To Public Works:

From Blk. Managers Assembly

The following blocks need individual shower adjustment as the automatic vales for men's shower are not functioning.

9E, 12G, 11H, 6F, 8K, 12K, 11E, 7F

The following blks, need key or tool to open pipe in the boiler room:

11E, 7K, 11H, 9H, 8K, 12G, 6E, 10E, 10H, 8E, 8F, 12F, 6G, 6H, 8G, 7E, 9E,

Mr. M. Morita  
128-11-B

January 27, 1945

W. Ray Johnson, Chief, Community Management

**Nominees for 128 Block Manager**

Mr. M. Washinbara has submitted his resignation as Block Manager for 128 Block. Will you and Mr. Hashimoto act as Co-chairman and Chairman, respectively, and call a meeting of your block and secure at least two nominees for the position of Block Manager of your block.

It would be appreciated if you could have the names of the nominees brought down to my office on or before January 31, 1945.

Will you also persuade your present Block Clerk to remain in office for the time being as I feel that a change in the Block Manager and Block Clerk at one time would work a hardship upon the people of the block. If sometime in the future the Block Clerk still wishes to resign, we can take the matter up at that time.

199 - 1294  
paper

Advisory to Block Manager  
12F Information Office  
W. Ray Johnson, Chief, Community Management

January 27, 1945

**Nominees for 12F Block Manager**

Mr. Kennetsu is being transferred to another position, effective February 1, 1945. It would be appreciated if you could have a meeting of the residents of your block for the purpose of selecting at least two nominees for the position of Block Manager for the block.

If it is possible for you to submit the names to me on or before January 31, 1945, it would be appreciated.

Block Managers, as you may know, do not serve for any specific length of time. If the Block Manager is acceptable to the people in the block and to the Administration, changes are rarely ever made. Occasionally a Block Manager can serve in a different capacity in some job in the Center and he is released by the Project Director.

Your cooperation in this matter will be appreciated.

UNITED STATES DEPARTMENT OF THE INTERIOR  
WAR RELOCATION AUTHORITY  
Amache, Colorado

February 12, 1945

To: Mr. Myer, National Director

The following questions are submitted to you by the Block Managers Assembly. They are not necessarily the representative voice of all the residents.

I Property Transportation Assistance

According to present regulations, property transportation assistance provides moving household and personal effects to nearest common carrier depot to the nearest point of relocation.

- a. Out of the subsistence grant of \$25, a large number of relocatees must bear the heavy expense of moving from common carrier depot to the place of residence. Is it possible for WRA to provide all the property transportation expense? *Yes, but not feasible, not expense. but if possible, we can take care of welfare Dept.*
- b. Many evacuees relocate with the intention of finding employment and housing after reaching their destination. Their personal effects will have to be stored at either common carrier depot or private storage until they are resettled. This will involve a great deal of expense. Therefore, will it be possible for the government to either, keep such property within Center until evacuee obtains housing facilities and employment or, if they are sent, can storage expense be carried by the government? *Yes, within reasonable limits. No, to the latter.*

II Relocation Subsistence Grants

Present regulation provides subsistence grants of \$3.00 per day for meals while enroute to point of relocation, plus \$25.00 to meet initial expenses. Only those whose total cash resource is less than a designated amount, are eligible for this grant. We believe that every relocatee should be provided such grants regardless of cash resources one may possess. What is your opinion on this subject?

*No, Appropriately Congress - they are based on needs - if need, we can get welfare organization with help.*



Have 2 copy

[2]

Leland Buss -

150

III Housing Facilities

[1945 Feb. 12]

Because of familiarities with climatic, agronomic and other conditions, many evacuees would like to return to the evacuated area. However, one of the great difficulties there is lack of housing facilities. Can the government arrange housing facilities such as provided for Mexican immigrants and other migrant laborers.

Yes,  
Working - War -

F. H. A. - provide loan - & priority

IV Financial Aid for Aliens

Due to evacuation from the Coast, many people have sustained loss and whatever money realized from forced sales has been consumed and savings depleted or completely gone. Approximately 14% of the young active Nisei of our Center are serving in the armed forces. Most issei are advanced in age and cannot perform manual labor. In order to reestablish ourselves and be on our feet again is to depend on utilizing the only asset we possess, which is, our long years experience and ability to operate farm or other business. Therefore, due to lack of capital, we believe, for those evacuees, long term loans must be provided if this group is to re-establish themselves in normal life. We understand that RFC and FSA will give financial aid to evacuees, but only citizens are eligible for this assistance. What concrete plan has the government to meet this problem for issei?

No - Private institute, have more money to loan.  
Working on problems -

V Liquidation of Center

According to a latest survey in the Center, over 70% indicated their desire to return to the evacuated area. In order to relocate successfully we must secure housing, employment, or be re-established in business, also overcome unfavorable public sentiment. If however, these problems are not solved within the announced period of liquidation for all residents, has the government a plan to extend period of liquidation or other means to take care of such evacuees?

No.

WAR RELOCATION AUTHORITY

GRANADA PROJECT

OFFICE MEMORANDUM

To: W.R. Johnson

Date: 3/16/45

From: *W.E. Wright*

Subject: Toilet Tissue

1. The toilet tissue on hand in the block managers offices as of March 12th 1945, totaled 5,525 rolls.

2. Block 6E, 100 rolls	Block 6F, 185 rolls
" 7E, 180 rolls	" 6G, none
" 8E, 170 rolls	" 7G, 400 rolls
" 9E, 80 rolls	" 8G, 275 rolls
" 10E, 330 rolls	" 11G, 80 rolls
" 11E, 240 rolls	" 12G, 510 rolls
" 12E, 500 rolls	" 12H, 80 rolls
" 12F, none	" 11H, 175 rolls
" 11F, 240 rolls	" 10H, 100 rolls
" 8F, 100 Rolls	" 9H, 400 rolls
" 7F, 150 rolls	" 7H, 100 rolls
" 7K, 800 rolls	" 6H, none
" 8K, 80 rolls	" 9K, 250 rolls
" 11K, none	" 12K, none
" 9L, none	"

3. Effective March 15, 1945, we shall make deliveries of toilet tissue on the first and fifteenth of each month. Each of the 29 blocks will receive one half of their monthly supply on each delivery.

4. Each of the 29 blocks will be rationed to one and one half rolls per person, per month, based upon the actual population of each block, as of the date of each delivery.

5. Those blocks having a supply of toilet tissue on hand, exceeding their allotment will be excluded from the semi-monthly issue list until their present supply is exhausted.

6. An accurate record is being kept and all issues must be approved in this office.

MEMORANDUM

TO: All Block Managers  
FROM: Evacuee Property Office  
SUBJECT: Outgoing Freight and Express  
Effective April 6, 1945

Please ask all evacuees living in your respective blocks, who plan to relocate, to plan at least three or four weeks in advance in having their household goods picked up and shipped to their relocation points.

The evacuees can cooperate by getting four or five of their friends together in helping to load and unload their properties.

The necessary arrangements for this procedure can be made through the Evacuee Property Office between the hours of 8:00 A.M. to 9:00 A.M.; 11:00 A.M. to 12:00 noon; 12:30 P.M. to 1:30 P.M. and 4:00 P.M. to 4:30 P.M. by seeing Mr. Barton, who will then furnish a truck and a driver.

*Earl E. Barton*

MEMORANDUM

May 26, 1945

TO: All Block Managers  
FROM: Joseph L. Buckley, Statistician

During the week of May 23th, will you please make a careful check of your block file in order that your population report of June 1st may be as accurate as possible.

There were ninety-two (92) more persons included in your report of May 18th than the Statistics Office reported for that date. Your reports totalled 5209 individuals while our records showed 5117. Your figures do not include most of the twenty-two (22) isolation cases in the hospital which will make the difference well over one hundred (100).

With mess halls and blocks closing, Mr. Lindley, Mr. Knodel and other department heads are constantly asking for figures on block population and, when my figures are compared with yours, they are seldom the same.

When you examine your block file, will you please use the following steps as an outline:

1. Check every name - Is the person still in the center? Did he (or she) go out on indefinite leave? or, is he (or she) a visitor? If there is any doubt, check his (or her) status with the Statistics Office.
2. Tabulate your residents by the age group sub-divisions on your report from your block file.
3. Using your block file, count the number of families in your block. Persons left alone or bachelors are considered families of one. The size-of-family count should check with the population of the block. If it does not agree, will you please do it over. Do not try to adjust it.

Your cooperation in this regard will be very much appreciated.

Thank you.

[Attached to  
memo of 1945 May  
26]

PART II 5

# Something New Offered in Tamale Pie

BY MARIAN MANNERS

Here's something new in a tamale pie recipe. It can be mixed and cooked in less than an hour and looks and tastes like a million! If you have a "top-of-the-stove" utensil that can go to the table, the pie should be mixed, baked and served from this one dish. We tried it one day in our testing kitchen and liked the idea so well we're passing it along to you for your summer "covered-dish" suppers and outdoor picnics. The corn-

## RATION POINTERS

### RED STAMPS—BOOK 4

Y 2	Z 2	A 2	B 2	C 2	D 2	GOOD THRU	JUNE 2
E 2	F 2	G 2	H 2	J 2		GOOD THRU	JUNE 30
K 2	L 2	M 2	N 2	P 2		GOOD THRU	JULY 31
Q 2	R 2	S 2	T 2	U 2		GOOD THRU	AUG. 31

### BLUE STAMPS—BOOK 4

H 2	J 2	K 2	L 2	M 2		GOOD THRU	JUNE 2
N 2	P 2	Q 2	R 2	S 2		GOOD THRU	JUNE 30
T 2	U 2	V 2	W 2	X 2		GOOD THRU	JULY 31
Y 2	Z 2	A 1	B 1	C 1		GOOD THRU	AUG. 31

### SUGAR STAMPS—BOOK 4

35	Good for 5 Pounds—Thru	JUNE 2
36	Good for 5 Pounds—Thru	AUG. 31

### SHOE STAMPS—BOOK 3

1	2	3	VALID INDEFINITELY
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### GASOLINE STAMPS

15A	GOOD THROUGH	JUNE 21		
B6	C6	B7	C7	GOOD UNTIL CANCELED

UNITED STATES DEPARTMENT OF THE INTERIOR  
WAR RELOCATION AUTHORITY  
Granada Relocation Center  
Amache, Colorado  
May 30, 1945

M E M O R A N D U M

To: Block Managers  
From: H. F. Halliday  
Subject: Recruitment of Mess Warehouse Workers

Confirming our conversation I have discussed with Mr. Lindley and representatives of the Mess Section the matter of paying compensatory time to workers to be assigned to the Mess Section on a compensatory time basis, pending the results of your efforts to recruit regular workers.

It appears that an arrangement permitting payment of compensatory time can be made under the following conditions:

1. That authority for such arrangement is up to and including June 15 and in that time the block managers will do their utmost to recruit a regular crew consisting of 18 men.
2. That persons recruited for overtime work shall be provided only on their regular day off from other activities and shall not be taken from other activities when they should be on duty there.
3. That workers so recruited will be expected to work 4 hours per day, beginning at 8 A.M., and shall be credited with overtime for 4 hours.
4. That overtime workers shall be provided daily and that there shall be furnished 10 to 12 workers each day.

5. That workers so recruited shall make their own arrangements to be on duty at the Mess Warehouse area on time daily in order to insure that the work assigned to them will be completed in the morning.
6. That in the event that the 4-hour daily schedule is not entirely feasible the Mess Section may desire to make arrangements to permit workers to work a full day and be credited with compensatory time accordingly, and that in any event no worker shall receive more compensatory time than time actually on duty.

Your cooperation in this regard is greatly appreciated and we trust that the complications to the Mess Section involved in the use of any type of extra worker are fully understood. In considering this temporary arrangement it is my opinion that workers recruited on an overtime basis should not be considered or called volunteers. It appears that they may more properly be considered "overtime employees".

5-31-45

[Attached to memo, 1945 May 30]

12K	TOSHIO	YAMANAKA	12K-2-E	4
11K	TEIKICHI	MORI	11K-10-B	4
12G	TADASHI	TANAKA	12G-1-C	4
11F	MORIKAWA	SASUKE	11F-3-D	4
11G	IZUKAWA	HEIKICHI	11G-10-C	4
12F	OWASHI	TOKUMATSU	12F-6-B	4
11H	CHIYOMASU	KUBO	11H-7-E	4
11E	GEORGE	TAKETA	11E-7-A	4
12E	SEIICHI	KAWASAKI	12E-11-F	4
12H	YUKITO	ITANO	12H-12-A	4
12E	Kashimabara,		12E	4

5-30-45

7H	It. Asai		7H-9F	4
6E	M. Matsumoto		6E-3B	4
6H	T. Fujioka		6H-12A	4
6G	K. Takahashi		6G-7B	4
8K	K. Itano		8K-6E	4

Previous date 5-30-45 Mr. Masujaki & me  
 Contacted Mr. Halliday who promised to  
 pay overtime 6-1-45 -igent of M. Ad.



May 30, 1945 21-136 P.M. [Attached to memo,  
started his system 1945 May 30]

MESS DIVISION

MAY 30, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOUR
7H	ASAI, H	7H-9F	4
6E	MATSUMOTO, M	6E-5B	4
6H	FUJIOKA, T	6H-12A	4
6G	TAKAHASHI, K	6G-7B	4
8K	ITANO, K	8K-6E	4

Date June 1, 1945. Time 2:00 P.M.

— Overtime workers pay —

Previous date May 30, 1945 —

Mr. Mizutani & myself contacted with  
Mr. Halliday who promised to us to pay  
for those, at in front of N. ad. Building.

[Attached to memo, 1945  
May 30]

MAY 31, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOOR
12K	YAMANAKA, TOSHIO	12K-2E	4
11K	MORI, TEIKICHI	11K-10B	4
12G	TANAKA, TADASHI	12G-1C	4
11F	MORIKAWA, SASUKE	11F-3D	4
11G	IZUKAWA, HEIKICHI	11G-10C	4
12F	OWASHI, TOKUMATSU	12F-6B	4
11H	KUBO, CHIYOMATSU	11H-7E	4
11E	TAKETA, GEORGE	11E-7E	4
12E	KAWASAKI, SEIICHI	12E-11F	4
12H	ITANO, YUKITO	12H12A	4
12S	KASHIWABARA	12E	4

[Attached to memo, 1945 May 30]

June 1, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOURS
8F	Okumura, Sakuemon	8F-12-F	8
8E	Morita, Genjiro	8E-6-GD	8
9H	Kinoshita, Ichijiro	9H-8-B	8
10H	Katsukita, Kashiwase	10H-11-E	8
8G	Hirota, Hatsuichi	8G-2-F	4
9L	Fukuyama, Ujiro	9L-4-F	4
9K	Ishii Hisakichi	9K-7-A	4
9E	Sakata		4
	(Sakata-Kentaro)	9E-37	
10E	absent		

[Attached to memo, 1945 May 30]

June 2, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOURS
6F	R. <del>S.</del> Sugawa R. Tsugawa	6F-5-E	4
6G	Y. Yoshinaga	6G-7-D	4
6H	Yasuji Hashimoto	6H-6-D	4
7E	Genichi Kishi	7E-8-A	8
7F	Yoshimatsu Kinoshita	7F-4-F	4
7G	George Kakishiba	7G-10-F	4
7H	Ichitaro Shiraiski	7H-7-F	4
7K	Akira Komai	7K-9-B	8
8K	Juma Befu	8K-11-E	8

6E absent

[Attached to memo, 1945 May 30]

June 4, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOURS
11E	George Take ta	11E-7-A	4
12H	Yasutaro Iura	11H-10-F	4
12G	Tanaka, Tadashi	11G-1-C	4
11K	Hifumi Orata	11K-1-A	4
11H	Kotaro Sakakura	11H-7-B	4
11G	Heiichi Izukawa	11G-10-C	4
12E	Sugizo Uyesugi (Takaura)	12E-10-F	4
12F	Yoshijiro Kawahara (Shimizu)	12E-9-C	4
12K	Yoshimasa Kashiwabara	12K-10-C	4
12G	Sam Habara	12G-2-E	4

12H

absent

[Attached to memo, 1945 May 30]

June 5, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOURS
8F	Ichitaro Shigematsu	8F-12-D	8
9E	Sakata, Kentaro	9E-3-F	8
8G	Tomoyemon Hagihara	8G-6-E	8
9K	Manichi Suyama	9K-9-E	8
10E	Nobuzo Baba	10E-7-D	8
9H	Kitagawa, Keijiro	9H-6-B	8
8E	Morita, Genjiro	8E-6-C	8
9L	Kohaya, Seiichi	9L-6-C	8
10H	Nishihara, Shoichi	10H-1-D	8

8K

*Absent*

[Attached to memo, 1945 May 30]

June 6, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOURS
7G	Alfred Sugimoto	7G-11-C	8
7H	Tsugio Iseri	7H-12-B	8
8K	Noboru Masada	8K-5-D	4
7F	Yoshimatsu Kinoshita	7F-3-E	4
6H	Yasuji Hashimoto	6H-6-D	4
6E	Yoshitsugu Nimura	6E-12-B	4
7E	Genichi Kishi	7E-8-A	4

6F

Absent

6G

3

7K

3

[Attached to memo, 1945 May 30

June 7, 1945

OVERTIME WORKERS

MESS	NAME	ADDRESS	HOURS
12H	Haruto Itano	12H-12-A	4
11G	Matsutaro Uyeda	11G-5-C	4
11E	Taketa, George	11E-7-F	4
11K	Okano, Toshiyuki	11K-11-D	4
11H	Hori, Takashi	11H-10-A	4
12K	Kajiwara, Ryoichi	12K-1-C	4
12G	Miyao, Tsutomu	12G-2-E	4
11F	Absent.		
12F	"		
12E	"		



11K  
WAR RELOCATION AUTHORITY

GRANADA PROJECT

OFFICE MEMORANDUM

To: All Block Managers Date: July 9, 1945  
From: James G. Lindley, Project Director  
Subject: Series of meetings to be held in the  
Recreation Room adjacent to the Admin-  
istrative P.X. across from the workers  
mess.

We have just received word that Mr. Charles F. Miller, Area Supervisor, War Relocation Authority, for the Northern California area, will visit the Granada Center, Wednesday and Thursday, July 11 and 12. He will be accompanied by Mr. James Curtis, who has been on detail to the various northern California offices and localities. In order that the residents of the Project, from a number of selected areas, may be informed of considerable first-hand information, a series of meetings have been scheduled. They are as follows:

Wednesday ----- 10:00 A.M.  
Walnut Grove  
Sebastopol

Wednesday ----- 2:00 P.M.  
Woodland  
Yuba City

Thursday ----- 10:00 A.M.  
Marysville  
Santa Rosa

Thursday ----- 2:00 P.M.  
Livingston  
Cortez  
Sacramento and vicinity

It will be appreciated if you will inform all persons residing in your blocks from these areas to be at the meetings at the appointed time. They will have an opportunity to get a first-hand report on the current situation. They will also have an opportunity to ask any questions they desire. Your cooperation in this matter will be appreciated in getting the information to the people.

*James G. Lindley*

UNITED STATES  
DEPARTMENT OF THE INTERIOR  
WAR RELOCATION AUTHORITY  
GRANADA PROJECT  
AMACHE, COLORADO

OFFICE MEMORANDUM

TO: Yasutoshi Yoshizawa *11K-12A*      DATE: July 24, 1945  
FROM: James G. Lindley  
Project Director  
SUBJECT: Called Coordinating Advisory Committee Meeting

This is to advise you that a meeting of the coordinating advisory committee has been scheduled for Wednesday July 25th at 10:00 A.M. in the Hospital Conference room.

*James G. Lindley*

August 1945

To: Amache Community Council  
Block Managers Assembly

This is to acknowledge receiving the sum of \$58.00 which is contributed by the Center people for appreciation for effort of slaughter-house workers for the month of August, 1945. This amount is to be distributed evenly among the slaughter-house workers.

Dot Hays

WAR RELOCATION AUTHORITY  
GRANADA PROJECT  
AMACHE - COLORADO

M E M O R A N D U M

September 6, 1945

To: All Personnel  
From: James G. Lindley  
Project Director

Effective September 9, 1945, all evacuee employees under your supervision will be placed on a 40-hour week. The monthly wage rate, however, will still remain the same; that is, \$16.00 per month for class "B" workers, and \$19.00 per month for class "C" workers.

The normal, monthly hours of work for the month of September is 160 hours. Please, therefore, advise all employees under your supervision of this order.

*James G. Lindley*  
James G. Lindley  
Project Director

NOTICE

September 2, 1943

TO: BLOCK MANAGERS AND RESIDENTS:

The following is quoted from a wire received from the Washington Office:

"James G. Lindley,  
W.R.A.  
Amache, Colo.

Urgent Rush Special. Advised today plans developed permit Japanese in United States send 25 word messages of personal nature to friends or relatives in Japan on Gripsholm. Present proposal contemplates flying these messages to the Gripsholm at Rio. To be included messages must reach Postoffice here for collection by American Red Cross in Washington not later than nine A.M. Monday September 6.

Messages will be subject to censorship, must be in English to permit rapid censorship and should not exceed 25 words in length. Should be on Red Cross Form 1616 or plain paper and typewritten or plainly printed in capital letters. If on plain paper must be in duplicate. Should not be in envelopes. No postage is required on individual messages. It would be appreciated if you will convey this information to evacuees. Suggest you air mail them in bulk in WRA penalty envelopes to American Red Cross, Washington, but packages must weigh less than four pounds. We believe messages can be placed on Gripsholm if arrive Washington by above deadline.

B. R. Stauber, W.R.A. Washington"

Persons who wish to send messages under these conditions are requested to submit them in original and one copy to Mrs. Wells at the Office Services Building on or before noon, Friday, September 3. This will allow time to package them and mail them in accordance with the instructions contained above. Since we do not have Red Cross Forms 1616 available, plain paper may be used.

*James G. Lindley*  
James G. Lindley  
Project Director

WAR RELOCATION AUTHORITY

Granada Project  
Durango, Colorado

October 25, 1943

TO: All Block Managers

FROM: W. Ray Johnson

Dr. Carstarphen informs me that no new cases of polio have shown up and that it will be possible to resume normal activities in the center. You may, therefore, go ahead with any type of block parties which have been held up.

There will be delivered to your block four packages of celotex within a few days. This celotex is to be used as protection from the sand and wind. As I understand it, the celotex is to be cut in 1 1/2" by 4" strips and placed around the windows to make them relatively tight to protect apartments from the sand and cold air.

11K-157

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WAR RELOCATION AUTHORITY

GRANADA PROJECT

Amache, Colorado

April 28, 1944

PROJECT INSTRUCTION No. 35

To: Project Personnel

The following is quoted from Manual Instruction 50.5.2 F:

"After May 1, 1944, evacuee residents, as private employees, shall not perform domestic or other personal services for members of the appointed staff, or for other evacuees, except under the following plan: (1) The Business Enterprises at each center may employ evacuees and assign them to perform domestic or other duties for the appointed personnel or evacuee resident. The Business Enterprises may employ the evacuees, may negotiate service contracts with the appointed personnel or evacuee residents who wish to obtain the services of evacuees, and collect all fees for such services. The Business Enterprises will pay the workers the standard WRA wage, together with allowances. The Business Enterprises will retain as a part of their regular income all sums received from the appointed personnel or evacuee resident for such services in excess of the cash wages and allowances paid to the workers."

Appointed employees, evacuees, and others who require services such as laundering, housekeeping, musical instruction, etc. are requested to register immediately with Mr. H. Tanabe of the Amache Consumer Enterprises in order that he can make arrangements to furnish the services in compliance with the above quoted instruction. Similarly, evacuees who are now working or are interested in working under the established arrangements are requested to register with Mr. Tanabe. The rates to be charged by the Consumer Enterprises for services will be based on rates prevailing in this area for comparable services and will be published as soon as they can be established.

*James G. Lindley*  
James G. Lindley  
Project Director

WAR RELOCATION AUTHORITY

GRANADA PROJECT

OFFICE MEMORANDUM

TO: Mr. Ray W. Johnson

DATE: 5/5/44

FROM: Town Hall

SUBJECT:

The following Block Managers have their license to drive W.R. A. vehicle for business use within the project and would like to have authority granted:

Ben Kawawhima	9H
Juzo Tamura	12G
Shinichi Tsumori	7F
Shinshichi Fujino	7G
Geo. Y. Kubota	7K
Yasutoshi Yoshizawa	11K
Tomo Nishizaki	6H



[1944 May 17 - enclosure]

Block Managers  
INSTRUCTION AND INFORMATION

1. Make all official and Assembly announcements.
2. Call and conduct all block meetings.
3. Transmit all Administration orders, notices and information to block residents.
4. Supervise block stokers, janitors, and block clerk.
  - (a) Keep time for the above employees, turn in your time report to Assembly meeting every Monday.
  - (b) For your block sanitation supplies, report to B.M. Secretary.
  - (c) All repair works on block boiler, shower room, laundry room, report to Public Works Division or Maintenance office at warehouse #13.
5. All repairing of apt. units and others, report to Public Works Division or Maintenance office.
6. Keep your supplies, such as fuses, electric bulbs, etc. Take burned-out fuses and bulbs to warehouse #13 and exchange for new ones.
7. Perform assignment work Assembly may request you including committee work.
8. Make funeral and wake service through Community Service Division, (Mr. Johnson's office) including transportation and expenses etc.
9. Assist any emergency arising in your block, including sickness, fire, disturbance etc.
10. For personal and social problem resident may consult you, contact Welfare Section at Reception Hall.
11. Adjustment, or changing of apartment by the block residents, obtain approval of Housing Section at Reception Hall.
12. Take leadership in the block for promoting peace and harmony of all concerned.

[1944 May 17 - enclosure]

[2]

13. For sewing machine service and repair, report to Property Officer at Property Office Bldg.
14. For express service report to Property Officer at Warehouse Office Bldg.
15. For evacuee's storage of household goods, apply to Property officer for arrangement.
16. Supervise the distribution of mail within the block.
17. Secure nomination of Block Representative and supervise elections whenever Community Council may request or notify you of a vacancy.

Apache, Colorado  
June 17, 1944

To Whom It May Concern:

We, the undersigned, in company with Mr. Tsuchiya, former Block Manager of 8C, visited the James farm on June 17. The purpose of this visit was to interview some of the workers on this farm who may have taken certain bedding material from the center during the last part of May, which was allegedly taken to the farm by Mr. Tsuchiya. After interviewing these men and receiving their statements concerning this bedding, we are satisfied that Mr. Tsuchiya had no connection with taking bedding from this Center as alleged. We feel that rumors concerning this incident and Mr. Tsuchiya's connection with it were very unfair and that the real facts in the case should be brought to the attention of such person or persons who may have circulated the same.

Signed: K. Shibuya  
Business Committeeman--Coop

E. Habu  
Business Committeeman--Coop

M. Maruse  
Pres. Board of Directors--Coop

Robert Tashima  
Relocation Office--7K Councilman

UNITED STATES DEPARTMENT OF THE INTERIOR

WAR RELOCATION AUTHORITY  
Granada Project  
Amache, Colorado

February 12, 1945

To: Mr. Dillon S. Myer  
Director of the W.R.A.

From: Block Managers Assembly  
Granada Relocation Center

Now that the Exclusion has been lifted by the War Department, our rights have been restored which we have been looking forward with great interest. We know that you have played a great part in bringing about this momentous decision. Also, we know that in the past years you have fought in our behalf against public criticism, Congress and public press, in order that we may be privileged to share the democratic way of life even in this war time condition.

We respect and express our sincere appreciation for your untiring efforts.

We hope that you will continue to strive for the attainment of the principle and faith which you have worked for, not only for the minority group of evacuees, but also, for the sake of all humanity.

Respectfully submitted,

\_\_\_\_\_  
Satoru Kuramoto  
Acting Chairman

\_\_\_\_\_  
Tomo Nishizaki  
Secretary

Block Managers  
Mr. [Signature]

W.R. Johnson

3/14/45

[Signature]

Toilet tissue.

1. Our records show that the toilet tissue issued over a period of three months, to 29 blocks, averages 2.5 rolls per person, per month. This does not include toilet tissue issued to SH school block, high school, Administration buildings, etc.

2. It is quite obvious that a large amount of this tissue is being wasted. We have made every effort possible to stop this waste, with little or no results.

3. Toilet tissue on hand as of this date;  
58,680 rolls in warehouse.  
5,525 rolls in block manager's offices.

This inventory does not include the toilet tissue in the bath houses and in evacuee living quarters.

The toilet tissue now on hand is sufficient to last us through December 31, 1945, with normal use.

5. Also, it has come to our attention that some evacuees are packing toilet tissue with their personal property, when leaving the center to relocate.

6. In order to comply with instructions from the Washington office, governing the issue of supplies based upon the estimated population in each quarter, it is imperative that we cut down on all issues of sanitation supplies. This can be done without working a hardship on anyone if the waste is eliminated.

7. In view of the above stated facts it is necessary to limit the issue of toilet tissue to one roll per person, per month, to the 29 blocks; other supplies may be similarly rationed.

8. Your personal attention and cooperation will be greatly appreciated.

1 roll = 500 sheets

1 1/2 roll person Mo -  
30 | 750 sheet      25 sheet per day  
600  
150

WAR RELOCATION AUTHORITY

GRANADA PROJECT

OFFICE MEMORANDUM

To: Harlow M. Tomlinson, Chief, Internal Security Date: June 26, 1945  
 From: W. Ray Johnson, Chief, Community Management  
 Subject: Gate Passes

Please issue passes for the following members of the Block Managers Assembly for the month of July, 1945:

<del>HH</del> Kamato Ota ✓	6E-3-D 1117
<del>HH</del> Hisakichi Kumamoto ✓	6E-3-B 1118
<del>HH</del> Matsutaro Murotani ✓	6G-7-F 1119
<del>HH</del> Joe Kayokata ✓	6H-7-F 1120
<del>HH</del> Haru Aoki ✓	7E-4-C 1121
<del>HH</del> Shinsichi Fujino ✓	7G-9-F 1122 ✓
Nobuo Yamane	7H-6-C 1123 ✓
Bantaro Osajima	7K-9-B 1124 ✓
✓ Choji Nakano	8E-7-A 1125 ✓
Yoshimatsu Matsumoto	8F-6-A&B 1126 ✓
Jintaro Ando	8G-5-F 1127 ✓
Sadamu Hayashi	8K-4-F 1128 ✓
Tokiyo Nakatogawa	9E-11-E 1129 ✓
Ben Kawashima	9H-11-E 1130 ✓
Ejiro Machida	9K-12-C 1131 ✓
Yujiro Fukuyama	9L-4-F 1132 ✓
Matsutaro Tsurumoto	10E-3-C 1133 ✓
Hanji Okubo	10H-1-C 1134 ✓
Satoru Kuramoto	11E-5-B 1135 ✓
✓ Kazuo Kisura	11E-6-E 1136 ✓
✓ Kazuo Okura	11G-5-F 1137 ✓
Tatsuo Furukawa	11H-12-E 1138 ✓
Yasutoshi Yoshizawa	11K-12-C 1139 ✓
Fred Ippatsu Jumura	12E-3-D 1140 ✓
Fred Seiichi Takasago	12G-6-C 1141 ✓
✓ Kubachi Ikuta	12K-4-D 1142 ✓
Matsuo Kashiwabara	12E-4-B 1143 ✓
✓ Kikuyoshi Ikuma	11G-1-E 1137
Keishi Hashii	12H-9-D 1136
Kenzo Nakagawa	11F Recreation Hall 1144

WAR RELOCATION AUTHORITY

GRANADA PROJECT

OFFICE MEMORANDUM

To: Mr. Santaro Osajima, Block Manager  
7K-9B

Date: September 26, 1945

From: W. Ray Johnson, Chief, Community Management

Subject:

Will you please come down to my office tomorrow morning, September 27, 1945, in regard to some terminations and assignments of your block residents.

~~1200~~  
1200

WAR RELOCATION AUTHORITY

GRANADA PROJECT

OFFICE MEMORANDUM

To: ?????????????? Block // // // //

Date:                     

From: Personnel (Employment) Office

Subject: Work Assignment for Project Employment

It is requested that you report at the Personnel (Employment) Office as soon as possible to receive a work assignment for Project employment. There is at present a critical shortage of workers in many Sections and all able-bodied residents of the Center should accept work assignments in order that the necessary services be kept operating.

To accomplish a proper distribution of workers in the various Sections ALL assignments should originate in the Employment Office. You will be rendering a service to all residents of the Center if you will report for work immediately. Please call at the Personnel (Employment) Office at your earliest convenience.      THANK YOU.

Walter N. Moers  
Personnel Officer

cc: Block Manager