

WAR RELOCATION AUTHORITY  
HEART MOUNTAIN RELOCATION CENTER  
HEART MOUNTAIN, WYOMING

Office Memorandum No. 27

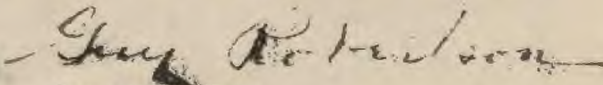
January 7, 1943

To: All Division and Section Heads  
From: Project Director  
Subject: Repair of glasses broken on job.

Administrative Instruction No. 54 provides that refractions and eye examinations shall be available at the project hospital for evacuees. At the present time, glasses are provided at government expense only when the Project Director or his representative determines that the evacuee involved is unable to bear the expense.

However, if an evacuee breaks his glasses in the performance of his work, a statement from the official superior shall be prepared giving the circumstances of the case, together with a recommendation from the Division Head as to whether or not the glasses shall be repaired at government expense. The evacuee shall take his broken glasses to the project hospital and have the repair of the glasses ordered. An estimate of the cost of repair shall be secured in writing from the Chief Medical Officer or his designated representative; and then the evacuee shall apply to the Welfare Section for a grant to cover the cost of the repair, presenting the written statement from the Chief Medical Officer or his designated representative.

The Welfare Section shall use the statement of the official superior, and with additional investigation, shall determine whether a grant shall be made. If the grant is disapproved, the application shall be filed without further action. If the grant is approved, a voucher covering the payment will be prepared and forwarded to the Agent Cashier for payment to the evacuee. The money paid to the evacuee shall be used to secure the glasses from the project hospital when the glasses have been received by the latter from the optical company. In the event that the Welfare Section disapproves an application for a grant for the repair of glasses, the evacuee may appeal the case through the Division Head and the Project Director.

  
Guy Robertson  
Project Director