

WAR RELOCATION AUTHORITY

Draft
5/15/43

WASHINGTON

ADMINISTRATIVE INSTRUCTION NO. _____

Subject: Relocation Guidance

1. Scope and Purpose

- A. The re-establishment of loyal Japanese-Americans and law-abiding aliens of Japanese ancestry in American communities is now the primary concern of W.R.A. and its furtherance must become the definite responsibility of all members of the W.R.A. staff. This instruction deals with procedures and standards for evaluating and integrating into a single focus all existing efforts of the relocation program and for devising additional or improved techniques for such relocation efforts.
- B. The relocation guidance program will attempt to bring about the successful social and economic adjustment of evacuees to normal American life by assisting in developing more favorable attitudes toward relocation by the evacuees and the public at large, establishing better integration in relocation planning between the projects the relocation supervisors, and the Washington office, aiding in the social adjustments of relocated evacuees, improving the existing machinery of relocation, and furnishing such further guidance to relocation as our rapidly changing program may determine.

11. Supervision

- A. In the Washington office, primary responsibility for relocation guidance will be cooperatively assumed by the Employment, reports,

and Community Services Divisions. To effectuate the program there is established in the Washington office a Relocation Committee consisting of representatives of these divisions, working in consultation with the Community Analyst. This committee is an advisory rather than an operating committee and will coordinate the relocation guidance work of the entire Authority and make plans and recommendations for:

(1) the collection and dissemination of relevant material: (2) the organization and functioning of project committees. (3) the securing of assistance from evacuees already relocated. (4) the channeling of efforts of church, welfare, and other community groups. (5) the development of group and family relocation. (6) the use of hostels. (7) the making of reports and surveys on relocation progress, and (8) changes in relocation machinery and policy.

B. Project responsibility for relocation guidance will be undertaken by a similar committee, which shall be appointed by the Project Director, and representing Employment, Reports, and Community Services Divisions, and such other personnel as the Project Director may choose, including both citizen and alien evacuee representation.

III. Ways of Achieving Purpose on the Project

A. Organize a representative evacuee Advisory Relocation Committee under the leadership of the Community Council, recognizing that relocation is a joint responsibility of evacuees and W.R.A. On

a number of the projects there are evacuee relocation committees now in existence which will serve this purpose.

- B. Emphasize to the appointed personnel the importance of the Relocation program to the war effort through helping to relieve serious manpower shortages, and the importance of relocation to the long range welfare of the evacuees, ~~there~~ thoroughly acquaint the appointed personnel with the machinery of relocation in order that they may serve as sources of information to the evacuees and thereby give active support to the relocation program.
- C. Provide for counseling service to aid family groups in formulating relocation plans, help solve personal problems, give travel advice, and assist in job selection.
- D. Enlist the Center school system in guiding evacuee thought toward relocation through the use of relocation problems for projects in speech, literature, history, arithmetic, art, music, geography, social problems, and home economics courses, as well as through night school courses on relocation.
- E. Provide the evacuees with the fullest possible information in written, oral and pictorial form on the machinery of relocation, life in outside communities, housing conditions, working conditions, living costs, community sentiment, and employment opportunities. The Washington Relocation Committee will supply available material (or information on the sources where it may be obtained) such as maps, photographs, material for charts on costs of living and employment needs, movie films, pertinent newspaper clippings, etc., in response to project requests.

Utilize project artists and art classes to translate statistical

material into pictograph charts and to arrange exhibits in the employment waiting room and other public places.

- F. Other effective ways of aiding relocation guidance will originate with the evacuees and staff at the projects. Information on these methods should be sent to the Washington Committee for transmittal to the other projects.

IV. Steps in Developing Project Program

- A. Acquaint the Community Council and other interested evacuee groups with this Instruction and suggest the immediate ~~formation~~ formation of an evacuee Advisory Relocation Committee, if one is not already in existence.
- B. Appoint the project Relocation Committee, and provide for nisei and issei representation on it.
- C. Call project and division meetings for all appointed personnel to inform them of essential facts about relocation.
- D. Write the Washington Committee concerning project needs for further information on relocation and guidance material.

V. General Policy

It is both a right and a responsibility of evacuees to help develop evacuee opinion favorable to relocation and the W.R.A. will welcome evacuee advice on the furtherance of this program.

All divisions of the Authority are directed to cooperate fully in the work of the Committee at both the Washington and Project levels.

D.S. Myer

Director