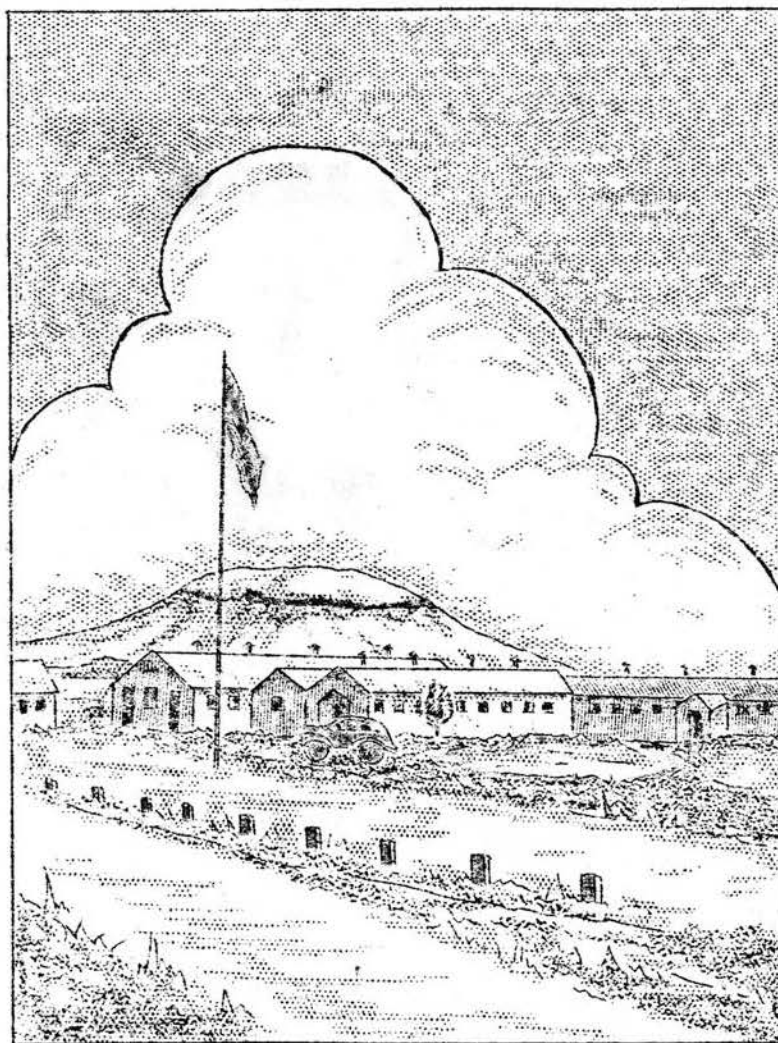




UNITED STATES DEPARTMENT OF THE INTERIOR
WAR RELOCATION AUTHORITY
TULE LAKE SEGREGATION CENTER
NEWELL, CALIFORNIA

FOREWORD

The War Relocation Authority was created in March, 1942, by Executive Order, Number 9102, to provide temporary maintenance, medical care and education for persons of Japanese descent who were evacuated from the West Coast by the Army because their concentrated population presented a security problem during the critical period following Pearl Harbor.

While the majority of the 110,000 evacuees wanted to live and act as real American citizens or law abiding aliens, some signified their loyalty to Japan and their wish to live as Japanese nationals. In the Fall of 1943, nearly all of the evacuees in the latter category remained in the Tule Lake Center or were transferred there from the nine relocation centers. The Tule Lake population of 18,600 persons is complex because it includes evacuees actively loyal to Japan and its war aims, elderly people who wish only to return to their homeland to spend their last years, persons who for various personal reasons no longer desire to live in the United States and want to return to Japan, people who lived in Tule Lake before segregation and rather than move to a relocation center decided to sit the war out here, and finally, children who had to and youths who chose to stay with their parents out of loyalty or obedience regardless of the implications.

The operation of the Tule Lake Center in a just and orderly manner is a grave wartime

responsibility of the United States government. It is an acid test of American principles of human decency and law and order. In addition, because most residents of the Tule Lake Center have allied themselves with Japan, that nation scrutinizes the operation of the center and upon the slightest excuse threatens acts of reprisal against interned American civilians and prisoners of war.

Every employee on the Tule Lake staff makes a valuable contribution to our country's ultimate victory in the war and in the peace to follow when he performs his day-to-day duties in a calm and intelligent way. It is not an easy job nor a job popular with a public emotionally upset by war hysteria.

To do his job right an employee of the WRA at Tule Lake must maintain an objective attitude in his relations with evacuees. Policies of the WRA for administration of the Tule Lake Segregation Center are based on experience accumulated during the early days of WRA and Tule Lake and upon the principles to which our nation as a great government must adhere. We have found these policies to be sound and I do not hesitate to ask employees to follow them.

R. R. Best

R. R. Best
Project Director

September, 1944

LIFE AT TULE LAKE CENTER



The Tule Lake Segregation Center, a project of the War Relocation Authority, is located in the northeastern corner of California in the Klamath Valley, famous for the raising of potatoes as well as for migratory water fowl. Surrounding areas abound in wild life, including ducks, geese, pheasant, quail, deer, muskrat and rabbit. Excellent hunting is provided during the Fall season. In addition, within a radius of ninety miles, many streams and lakes afford fine fishing for both professional and amateur "Izaak Waltens".

The altitude of the Tule Lake Center is approximately 4000 feet. Consequently, the climate is extremely dry and healthful. Temperatures may range from 100° in the summer to zero weather in the winter. Summer nights are always cool and winter days are usually sunny. In some years snowfall has been heavy enough to provide excellent opportunity for winter sports.

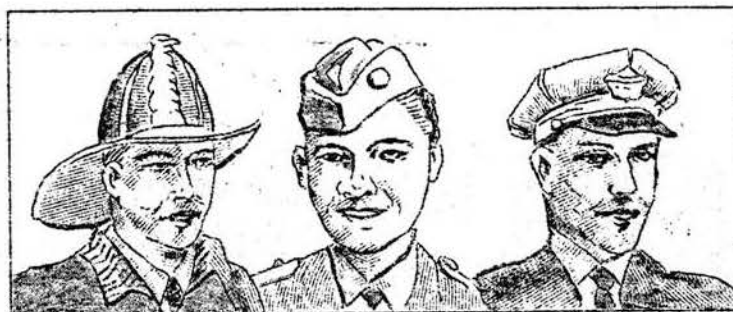
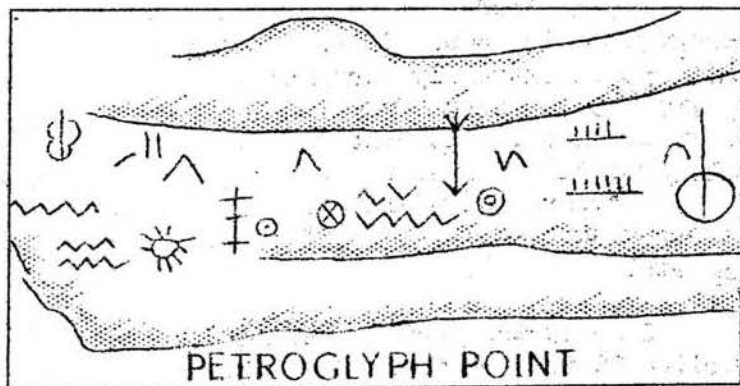
Some of the most beautiful lakes in the United States are to be found in the mountains enclosing the Klamath Valley. Crater Lake,

famous as one of the wonders of the world, is within ninety miles of the Center. Nearby points of interest include the "Petroglyphs" or Stone Writings, the Lava Beds, Castle Rock, the Ice Caves, "Captain Jack's Stronghold" - historical scene of the Modoc Indian Wars, and "Fleener's Chimneys" - outlets for one of the most recent lava flows in the United States.

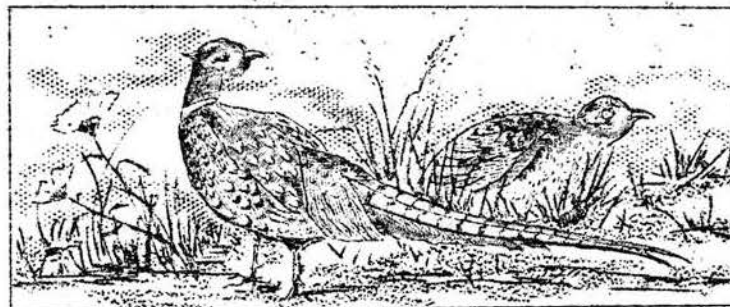
Klamath Falls, Oregon, a thriving city of about 16,000 population, is approximately 35 miles from the Center. The towns of Tulelake, California, and Merrill, Oregon, are 7 and 16 miles respectively from the Center.

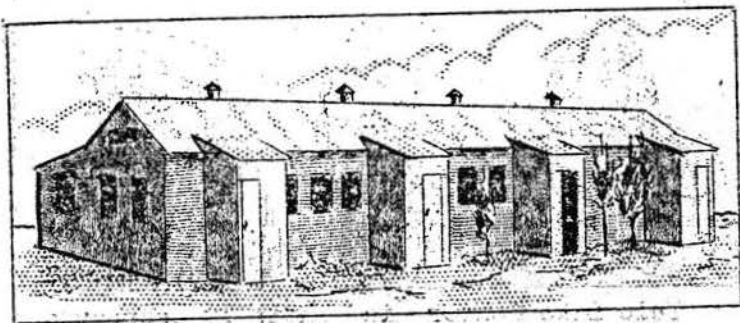
A bus leaves Klamath Falls at 8:30 A.M. daily for Tule Lake Center. A bus leaves the Center for Klamath Falls at approximately 4:45 P.M. daily.

Most employees wear informal sports clothing to work, as living in the Center is more like country life than city life. Employees are advised to bring serviceable clothing and shoes.



Tule Lake Center is entirely surrounded by a manproof fence. Within that fence is another manproof fence separating the Administration office and housing area from the "colony" or Japanese housing area. Adjoining the Center is Camp Tulelake, an Army post, made up of a military police battalion. This post is responsible for the external security of the Center and is available for immediate assistance in case of any disturbance with which the WRA police force is unable to cope. The WRA police force is armed and is responsible for law and order within the Center. There is a WRA fire protection section which is responsible for maintaining an efficient fire fighting unit for the Center. The Army post fire fighting force may be called in when needed.





Employees are expected to live in the Center. Living accommodations consist of dormitory rooms, single rooms, double rooms and housekeeping apartments. Although families are given preference for housekeeping apartments, usually no definite guarantee can be given as to housing assignment at the time of arrival.

Dormitory accommodations consist of a number of small sleeping rooms, one person to a room, with community shower and lavatory facilities. Linens, bedding and daily maid service are furnished.

The single rooms with adjoining bath and the double rooms, usually with private bath, are furnished, with the exception of draperies. Daily maid service is included.

Housekeeping apartments range in size from single apartments, consisting of living room, kitchen and bath, to apartments consisting of living room, three bedrooms, kitchen and bath. Apartments are equipped with necessary furniture except rugs and draperies. Electric ranges, refrigerators and oil heaters are standard equipment. All utilities are

furnished. Silverware, cooking utensils, dishes, bedding, linens, iron, ironing board and any electrical appliances or small decorative pieces must be furnished by the employee.

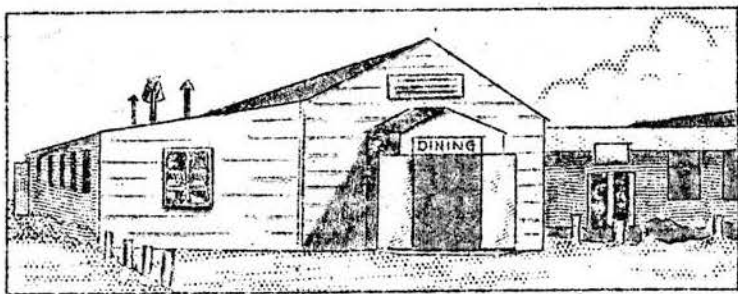
Laundry facilities, consisting of separate laundry rooms, each with wash tubs, electric washing machine and indoor and outdoor drying space, are located throughout the administration housing area. One laundry room services a specified number of rooms and/or apartments.

Ample storage space in locked warehouses is available to employees.

At present, only a limited number of garages are available. As the Center construction program progresses, it is hoped that a sufficient number of garages will be provided for all persons desiring them.

Following is the list of prices for dormitory rooms, single rooms, double rooms, apartments and garages:

Dormitory rm. (one in room).	\$ 5.00 per mo.
Single rm. adj. bath.....	9.00 per mo.
Double rm.(for 2) adj. bath.	12.50 per mo.
Double rm.(for 2) pri. bath.	16.00 per mo.
Single apt. (no bedroom)....	17.50 per mo.
One bedroom apartment.....	20.00 per mo.
Two bedroom apartment.....	22.50 per mo.
Three bedroom apartment.....	25.00 per mo.
Garage.....	2.50 per mo.



Three meals daily are served in the Center Dining Hall, as follows:

Breakfast... 7:00 to 8:00 A.M.
(except Sunday)
8:00 to 9:00 A.M.
(Sunday)

Lunch.....12:00 to 12:45 P.M.
(Monday through Friday)
12:15 to 1:00 P.M.
(Saturday)
12:00 to 1:00 P.M.
(Sunday)

Dinner..... 6:00 to 7:00 P.M.
(except Sunday)
5:00 to 6:00 P.M.
(Sunday)

The cost of meals is based on average cost per meal for each semi-monthly period. Each meal served to a child under 8 years of age is considered one-half a meal and will be charged for at one-half the rate for adult meals.

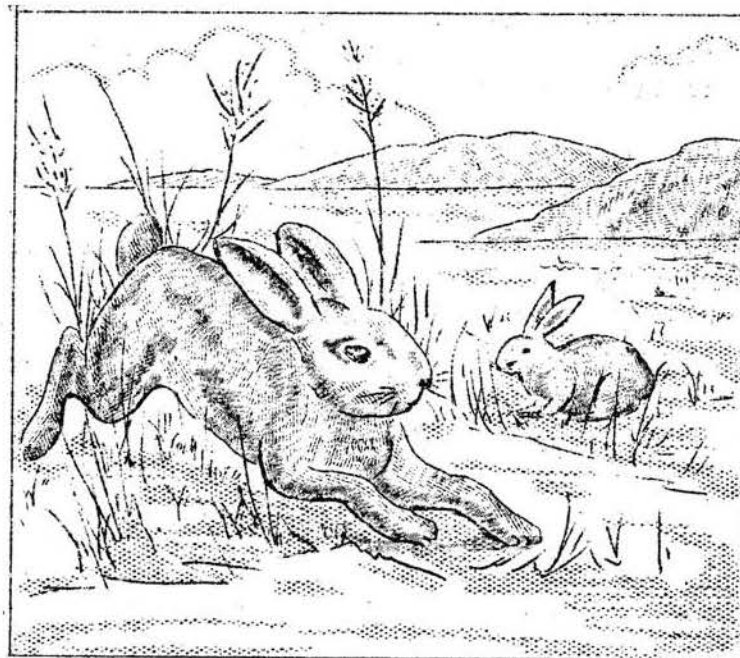
Charges for visitors' meals are 50¢ for adults and 25¢ for children under 8 years of

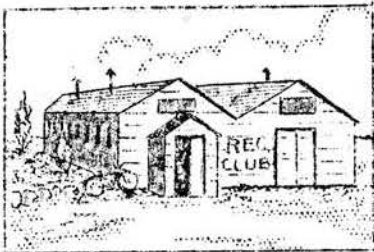
age. Cash collection is made for all meals served to visitors.

Payroll deductions are made from salary checks for the last half of each month to cover payment for meals eaten during the first half of the month. All meals for appointive staff must be charged.

It is estimated that the average cost of meals will be approximately 40¢ per meal; the prices are subject to change, based on cost.

Ration books must be surrendered only if eight or more meals a week are eaten in the dining hall.



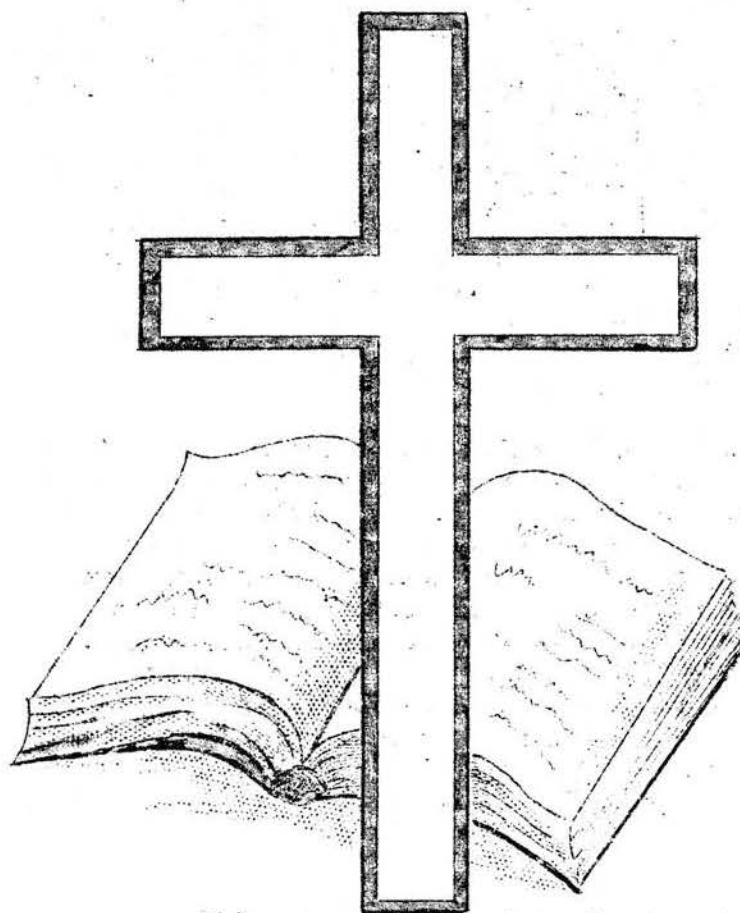


The social life of the Center revolves around the Personnel Recreation Club. Each employee and the members of his family are eligible to join. In the Recreation Club

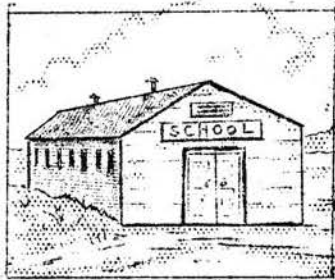
one may enjoy ping pong, billiards, bridge and dancing. A small library, record collection, radio and refreshment bar are other features. Hikes, picnics, bicycle outings, tennis, dances, bridge contests and teas are some of the many activities sponsored by the Club. Owners of bicycles are urged to bring them as bicycle riding in both the Center and the surrounding country is enjoyed by many.

First run motion pictures are shown at nominal cost five nights a week, with a change of bill for each showing.

As previously mentioned, hunting and fishing afford excellent recreational opportunities for sportsmen. While lakes and streams for fishing are from 35 to 100 miles from the Center, hunting for duck and geese may be had within a quarter mile of the Center. Deer, quail, pheasant and rabbit may be found within ten miles of the Center. Prospective hunters and fishermen are advised to bring whatever hunting equipment and appropriate clothing they may have.

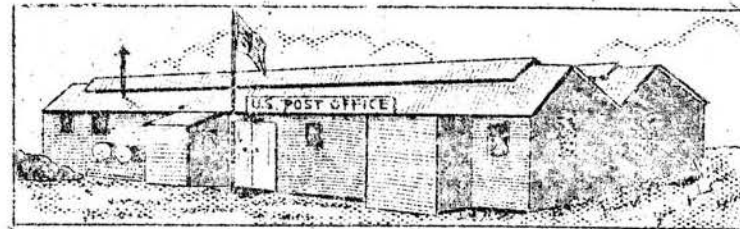
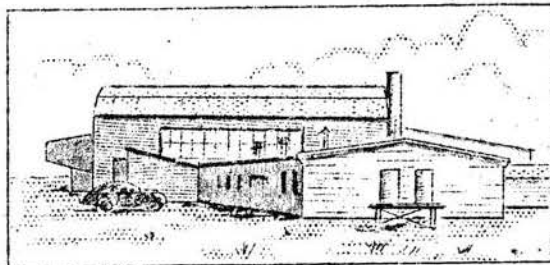


A cordial invitation is extended to all employees of the Center to attend Protestant or Catholic services, both of which are held each Sunday morning at the Army post adjoining the Center.

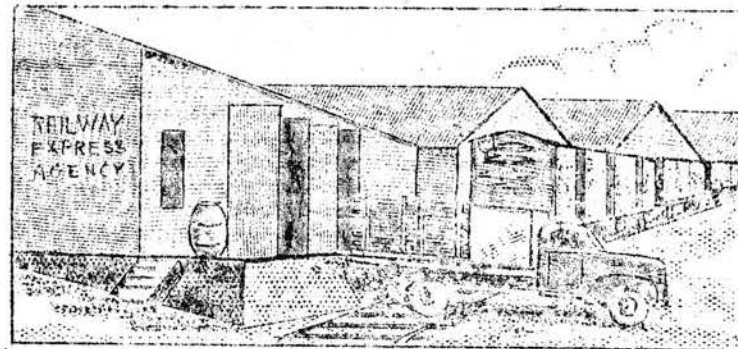


Grade school classes from the first through the eighth grade are to be held in the Center for children of the employees. Arrangements are now being completed for the establishment of the grammar school with funds provided by the Lanham Act. High school students may attend an accredited high school at the town of Tulare, California, seven miles from the Center. Transportation details are being worked out.

Schools for children of Japanese residents of the Center are operated on a twelve months basis. The high school has three semesters yearly with a two weeks vacation period between each semester. The elementary school has two semesters of eighteen weeks each with a two weeks vacation period between each semester, and, in addition, an eight weeks summer session. All teachers are expected to take vacation leave during the regular vacation periods between semesters. Only in an emergency will leave be granted otherwise.



The Center post office is located immediately within the WRA entrance gate. The post office address of Tulare Lake Center is "Newell, California". A mail box is conveniently located in the Administration Building where mail is picked up twice daily. Combination lock boxes are provided by the Recreation Club in the Administration Building for all incoming mail, at a cost of \$1 per year. Stamps may be purchased at the same location.

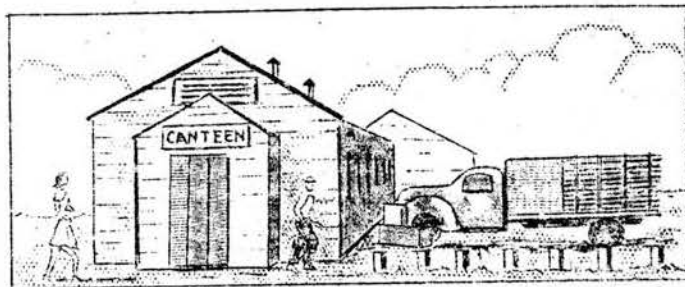


There is a railway express office located in the Center. All express is addressed to "Newell, California". All freight, however, must be addressed to "Staley, California".

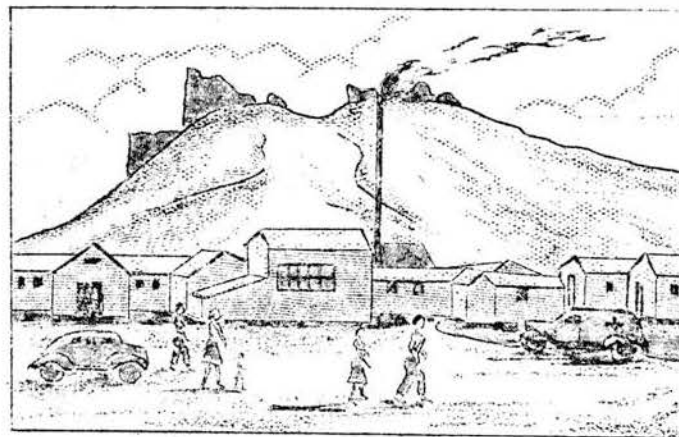


A long distance telephone booth is located at the main entrance to the Administration Building. Telegrams may be sent at the Center Telegraph Office, payment for which is

made to the Chief Operator, whose office is located in the Administration Building.



Operated under the Tule Lake Cooperative Enterprises, Incorporated, organized and operated by evacuees, are cooperative stores at which all of the minimum household essentials are obtainable. Watch and shoe repairing shops and a barber shop, as well as a beauty parlor and lending library, are other facilities open to the appointive staff of the Center. A laundry and dry cleaning service is offered by a Klamath Falls firm through the "Co-op".



Emergency medical and dental care is available at the Newell Community Hospital in the Center. However, employees of the Center are required to secure all ordinary medical and dental services at nearby towns, due to the fact that the hospital is operating with a staff greatly under normal requirements for the population served. A schedule of charges for emergency medical and dental care is available upon request from the hospital.



Evacuee domestic help to assist employees in both the care of children and with general housekeeping is available.

TULE LAKE CENTER REGULATIONS

Passes and Badges. A visitor's pass must be issued by the Military Police before a visitor will be allowed to enter either the Military Reservation or the War Relocation Authority Project of Tule Lake Center. Each prospective employee is first issued a visitor's badge which, as soon as he is processed and becomes an employee, is exchanged for a WRA identification card and a written temporary pass, which pass will, in turn, be exchanged for a permanent WRA employee's picture badge. A visitor's badge, a temporary employee's pass or a permanent employee's badge is required at all times for entrance to or departure from the Center.

Permission to Leave Center. No employee may leave the Center during assigned working hours without prior approval of his supervisor.

Visitors to Center Employees. An employee may have friends and relatives visit him at any time. However, due to limited housing facilities, it is probable that sleeping accommodations for all such visitors will have to be supplied by employees.

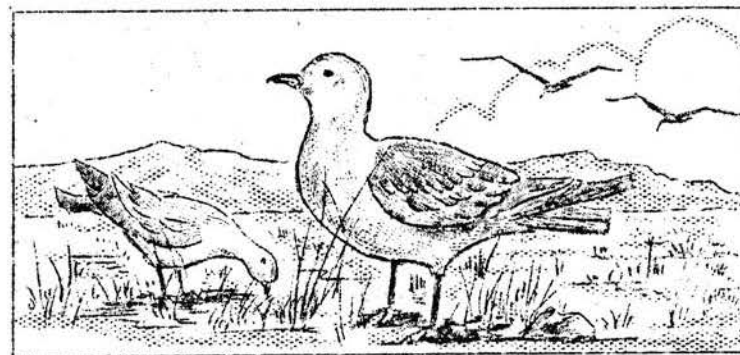
Registration of Cameras. All cameras in the possession of employees, members of their families, and visitors to the Center must be registered at the Army Processing Station, located just outside the main WRA entrance gate. The taking of pictures of any portion of the area controlled by the WRA or by the Army is strictly prohibited. Any person violating

this rule will be subject to disciplinary action.

Center Traffic Rules and Fire Regulations. A copy of Center traffic rules and fire regulations is given to each employee when he enters on duty. Before any employee is permitted to drive a government car, he must be issued a WRA driver's license by the Personnel Office.

Radios and Unnecessary Noise. Since employees' living quarters are not of soundproof construction, it is required that all radios be turned off by 11:00 P.M. and not turned on again until at least 7:00 A.M. Between these hours all unnecessary noise is also prohibited, Saturday nights excepted.

Business Relations with Evacuees. Provision has been made to supply the needs of the Center Japanese residents through their Tule Lake Cooperative Enterprises, Incorporated. Consequently, no private business which involves dealings with the Japanese residents may be operated in the Center by WRA employees.



TULE LAKE CENTER EMPLOYMENT PRACTICES

Certificate of Availability. Employees are subject to all Civil Service and Manpower Commission rules and regulations. Each prospective employee must have, before being employed by this Center, a certificate of availability in the form of a release or introduction card from his local United States Employment Service office.

Pay Periods. Pay periods are from the 1st through the 15th and from the 16th through the last day of the month. Paychecks are distributed to employees twice a month.

Pay Check Deductions. There are a number of deductions to be made on each semi-monthly pay check:

The 5% Retirement Fund deduction is the Civil Service substitute for the Social Security tax deductions made when working for private industry. Retirement fund deductions are refunded upon request. Details as to procedure involved may be secured from the Personnel Office.

Under the "pay as you go" income tax law, withholding tax deductions are made in the same manner as in private industry.

Deductions are made for cost of living quarters and for meals charged at the dining hall.

Deductions are made for war bonds bought through the payroll deduction plan.

Employee Work Week. The work week for the Tule Lake Center employees consists of 48 hours -- 8 and 3/4 hours for five days, and 4 and 1/4 hours on the sixth day, with a lunch period of 45 minutes on five days. This permits a half day a week which may be used for shopping or recreation, in addition to the seventh day off per week.

Overtime Paid. Payment for time worked in excess of 40 hours per week is made through adding an amount equal to approximately 20% of the per annum salary of the employee. This amount is prorated daily over the yearly period.

War Bond Purchases. The quota for war bond purchases for the Department of the Interior, of which the War Relocation Authority is an agency, calls for 15% of the gross per annum payroll of Interior Department employees. Bonds to meet this quota may be bought through the payroll deduction plan in which case, as previously stated, pay check deductions will be made.

Annual Leave. Annual leave is paid vacation leave earned under Civil Service regulations and accumulated at the rate of two days per month. An additional four hours per month is earned after each stipulated quarter of continuous service. Each employee with a War Service Indefinite appointment is entitled to annual leave after he has been employed for at least 7 consecutive days, after which his accumulated leave may be requested at any time. A temporary employee may use annual leave only after the first 27 and 1/2 days of employment. However, prior approval by his immediate supervisor and

by the appropriate Assistant Project Director must be obtained before any leave may be taken. If, at the time of termination of services with this Center, accrued annual leave has not been used, payment will be made at the end of the period of such leave. If transfer is made to any other government agency, accrued annual leave may be transferred.

Sick Leave. Sick leave is absence from work while ill and is earned or accrued at the rate of one day and two hours per month. The provisions regarding the use of sick leave are identical to those regarding annual leave. Unlike annual leave, payment is not made for unused sick leave when an employee terminates. However, in the case of a transfer to any other government agency, his sick leave may also be transferred. An employee absent because of illness should notify his supervisor as soon as possible on the first day of illness and must submit a leave slip immediately upon his return to duty. Any sick leave taken in excess of three days also requires presentation by the employee of a doctor's certificate immediately upon his return to duty.

Leave Without Pay. Leave without pay is excused absence from work, for which time the employee will not be paid. Such leave may be requested in the same manner as sick and annual leave, and the same supervisory approval is necessary.

Employee's Accident Compensation. Any injury suffered by an employee while either actually on duty or while being conveyed by government

transportation to his place of duty may be compensated for under the provisions of the laws of the United States Employees' Compensation Commission. Any accident, no matter how small or unimportant, must be reported immediately to the employee's supervisor who will forward such report to the Personnel Office for consequent possible submission to the United States Employees' Compensation Commission.

Transportation Expense. All employees must report for work at Tule Lake Center at their own expense.

