

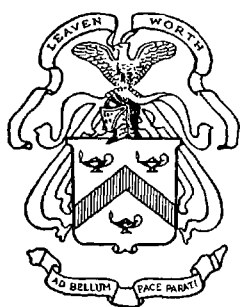
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**SOUTH WEST PACIFIC AREA**

**A.T.I.S. PUBLICATION**

No. **6**

DATE: **14 Dec 44**

# **THE EXPLOITATION OF JAPANESE DOCUMENTS**

**CONFIDENTIAL**



**GENERAL HEADQUARTERS  
SOUTH WEST PACIFIC AREA**

**A.P.O. 500  
14 December, 1944**

**Published for the information of all concerned.**

**By command of General MacARTHUR:**

**R. K. SUTHERLAND,  
Lieutenant General, United States Army,  
Chief of Staff.**

**OFFICIAL:**

**C. A. WILLOUGHBY,  
Brigadier General, G.S.C.,  
Asst. Chief of Staff, G-2.**

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## Section I. INTRODUCTION

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### 1. JAPANESE DOCUMENTS AS A SOURCE OF INTELLIGENCE

#### a. General

In the war against JAPAN relatively few prisoners have been taken. However, the quantity of captured documents of military importance has steadily increased. Their numbers have grown as the Allied forces have turned the tide and progressed from outlying areas recently occupied by the JAPANESE to permanent bases long under the enemy's control. At KOKODA 268 documents were captured, at BUNA 1349, at LAE 1562, while at SAIPAN the figure reached 27 tons. Some indication of the total number of documents involved is given by the fact that ATIS, SWPA in September 1944 held more than 200,000 captured documents.

#### b. Percentages of Value

The experience of two years has indicated that these documents possess intelligence value in approximately the following proportions: 3½ per cent have immediate operational value; 16½ per cent have operational value; 40 per cent have general or technical intelligence value; 40 per cent are of no apparent military value.

#### c. Reliance on Written Record

Documents constitute the normal means of access to the JAPANESE understanding, which comprehends readily only those matters which are written down. It is customary, therefore, to commit every detail of military life and administration to paper without taking the security measures deemed imperative by Western standards. The psychological reasons therefor are as follows:

(1) *Visual*.—Not only in military matters, but in every phase of life, the JAPANESE rely to an extraordinary degree on the written record. This is no accidental dependence, but the necessary consequence of the entire system of national education. From earliest youth children are trained in the recognition of the thousands of ideographs which comprise the JAPANESE language. Every other aspect of education is subordinated to the visual. The average JAPANESE is habituated to the acquisition of knowledge principally through the eye. A stultification of other senses to the sense of sight results. Reliance on the written record is the natural consequence of this visual specialization. The following paraphrase of an instruction by a local commander shows the concern of JAPANESE authorities in this respect: "When withdrawal is necessary, every effort must be made to prevent orders from being lost, as without them we would be helpless."

(2) *Detail*.—The JAPANESE passion for detail in administration is well instanced by a casualty report captured at LAE. This told of

a soldier at KOKOPO leaving his unit bivouac at 1100 hours, proceeding southeast along the company street for the purpose of gathering firewood and, upon reaching a point 236 yards from the cross road at 1106 hours, being struck upon the head by a coconut which had been dislodged by a gust of wind. He was picked up at 1109 hours, arrived at the Line of Communications Hospital at 1123 hours, was diagnosed as suffering from a skull fracture, and died at 1617 hours that day. Of the same nature is a report of having broken a piece of 1 inch by 2 inches from the blade of an axe, filed by a superior private with his platoon leader at NADZAB, submitted at a time when his unit was surrounded, under constant fire, and in imminent danger of annihilation.

(3) *Homonyms*.—The nature of the spoken JAPANESE language is such as to render it unsuitable for the transmission of precise orders or instructions, particularly if the subject matter concerned is complex or technical. Homonyms are so prevalent that it is often impossible for the JAPANESE themselves to understand a spoken sentence. (See Paragraph 2c below for a fuller explanation of this difficulty). Its meaning becomes clear only after they have seen the ideographs by which the spoken words are represented. To insure the full and accurate comprehension of military instructions, it has, therefore, become necessary to commit an extraordinarily high proportion of communications to writing.

(4) *Security*.—The JAPANESE written language is one of the most difficult in the world (see Paragraph 2 below), amounting almost to a cryptographic system. The JAPANESE military authorities are well aware of this and, in practice, tend to place undue reliance upon the security offered by their language alone. In the earlier campaigns in the South West Pacific Area conventional field security measures appear to have been neglected, possibly upon the assumption that even if the Allied forces did capture JAPANESE documents, they would be unable to translate them.

The JAPANESE Armed Forces consider themselves the born servitors of a heaven-descended emperor. As such they partake of certain god-like qualities which set them above all non-divinely descended races and nations. National activities, and especially wars, are regarded as divinely ordained means of fulfilling their national destiny. As a result, the JAPANESE Army and Navy are portrayed as ever victorious. The national history has, until now, confirmed this theory. Official doctrine, therefore, has no place for such concepts as retreat, defeat or capture. To harbor any of these is to be guilty not only of treason, but also of sacrilege.

Such a creed has direct implications where security is concerned. If victory is divinely decreed and if retreats do not take place, security training is a luxury which can be easily dispensed

with. In practice it has been. The almost total lack of security consciousness displayed by the average JAPANESE prisoner of war is ample evidence of this. Furthermore, recent attempts to enforce a greater degree of security in respect to the safekeeping or disposal of military documents do not appear at this writing to have met with an appreciable degree of success.

#### d. Reliability of Captured Documents

Captured JAPANESE documents inherently possess a high degree of reliability. In them the enemy is speaking for his own illumination and instruction. Self-interest and efficiency demand that the information contained therein be as accurate and complete as circumstances permit.

Such considerations do not preclude the necessity of assessing every document for failings attributable to error, ignorance or the bias of internal propaganda policy.

No evidence has yet been found to indicate that the JAPANESE deliberately plant faked documents.

## 2. THE LANGUAGE DIFFICULTY

### a. General

Captured JAPANESE documents present linguistic difficulties which constitute the major obstacle to the prompt and efficient exploitation of available information. The following sections provide a brief survey of the written language and some indication of its difficulty and complexity.

### b. Ideographs and Syllabaries

Written JAPANESE normally entails the use of some 6,000 CHINESE ideographs called KANJI and a syllabary composed of 73 ideographs, abbreviated and used only phonetically, which are known as KANA. The ideographs comprise the basis of the written language, while the KANA symbols are used to form verbal suffixes, conjunctions and particles. The KANA syllabary, which is discussed in detail in Sub-paragraph (2) below, is set forth as Figure 4. The difference in appearance between ideographs and KANA is illustrated by Figure 1, in which all symbols having small KANA signs written

然、山、をせなんだから大事に至らず済んだのであつて、若しも血の氣の多い連中逃がしてなるものと飛び出したら  
そんな事になつたか知れないのであつた。逮捕された三名の取調等で判明した處では、一日反戦記念日のデモがセレタ  
て大衆製造を發見され特に警戒厳重となつた爲め手も足も出せぬ事になり、窮餘の一策當局の意表外に出で日會襲撃を  
敢行したもので、最近には排日商賣人や主義者等全く相手にされない様になつたので、何れか一騒ぎして小便にありつかん  
こしたものであらず、大して根柢あるものではなかつたらしいとも云はれるが、人間愈々食へぬとなればどんな事でもや  
るのだから時節柄相應警戒して居る必要はあらうと思ふのである。要するに食詰者の捨鉢的盲動に過ぎないから之をキ  
ソカケに排日運動が各地に傳波するなんて事は斷じてないだらうと信するから、詰らぬ取越苦勞等すると物笑ひの種に  
なる。何にしても今は日本品でなければ賣る物がないのである。ポイコットの爲めにどれ程ひどい打撃を受けたかを思  
ひ出せば如何な華僑も北支の情勢や南京政府の態度を蔑らたき立てた處で、再びポイコットや排日熱を煽らうとする如  
き愚を繰返さんとする者はないであらうと思ふのである。商賣上の損は判つてゐても昔は竹かされて仕方なく排日資金  
を嫌々絞られてゐたのだが、昨今はもうそんな事を云つて來ても相手にする必要もなければ、金もなくなつて仕舞ふた  
のだ、だから何かと問題を見付けては食つてゐた排日屋や主義者はどうにも食つて行く事が出来ない様になつて仕舞ふ  
た性質の悪いハイナム人には判らぬながら共産主義等を標榜してゐる者もあるかも知れない、然し警戒は愈々厳重になる。  
何處からも資金が出ぬとなれば當然消滅せざるを得ぬのである。デカ／＼新聞に書立てられ、ばそれだけ多く本部から  
金が澤山貰へるのだと誠にやかに云ふ者もあるが、果して此處等の黨員と稱しつゝある者が實際コンテルノ本部と連  
絡があるかは此だ疑はしいのである。恐らく餌の種に共産黨だなんて竹かして居るだけで主義も何もさつ張り判らない連  
中に過ぎないだらうと思ふのだ。随つて支那人の事だから郷土的に各地と相應連絡はあらうが、目的が日本人でなくし  
て金持ちの華僑なんだから呼び半島に對日熱が煽られる様な事があつたら大變だと杞憂する必要はないに極つて居る。

Figure 1. Text taken from JAPANESE book, illustrating the distinction between ideographs and KANA.



SŌSHO	GYŌSHO	KAISHO	REISHO	SHŌTEN
散 騎 皇 鳥 負 良 知 食 得 問	散 騎 皇 鳥 負 良 知 食 得 問	散 騎 皇 鳥 負 良 知 食 得 問	散 騎 皇 鳥 負 良 知 食 得 問	散 騎 皇 鳥 負 良 知 食 得 問

Figure 2. Five ways of writing ten ideographs. Note particularly the great difference between the SHŌTEN, KAISHO and SŌSHO forms of the same ideograph, and the great similarity between the SŌSHO forms of different ideographs, the KAISHO forms of which bear no resemblance to one another. This similarity is frequently so close, that the SŌSHO form of one character can only be distinguished from SŌSHO forms of entirely different characters by context.

to their right are KANJI. The remainder of the text is written in KANA. KANA written beside an ideograph is called FURIGANA. It indicates the proper phonetic reading of the ideograph concerned, and is commonly used in newspapers and magazines to enable the average poorly educated JAPANESE, who knows relatively few ideographs, to read and understand them without having constant recourse to a dictionary.

(1) *Ideographs*.—(a) *Definition*.—An ideograph is a pictorial representation of an idea, but the exact form and limitations of the "idea" are often left vague. The same ideograph may be used to represent the idea in a verbal form, either active or passive, or as a noun, singular or plural, or as an adjective or an adverb. When in the 7th century A.D. the JAPANESE adopted the CHINESE written language, they took over at least one CHINESE pronunciation for each ideograph. To this they added various native JAPANESE pronunciations. As a result each ideograph has come to have several possible pronunciations, depending on the context in which it is used. In some cases these total as many as twenty-five.

(b) *Styles*.—There are three major styles in which all ideographs are written, known as KAISHO, GYŌSHO and SŌSHO. The distinction resides in the degree of cursiveness with which they are written.

KAISHO is a block style of writing corresponding to hand lettering and has a printed and written form. It is by far the most legible of the three forms and occurs in about 30 per cent of captured documents. It is usually encountered in documents originating at or above the battalion

level, in written form, and in printed form in magazines, newspapers, manuals, etc.

GYŪSHO, corresponding to handwritten script, is the considerably more cursive and abbreviated style of writing common to signal messages, company or platoon orders, letters and some diaries. Approximately 50 per cent of documents captured to date in this theatre have been written in this form.

SŌSHO is a cursive script so abbreviated and so difficult that it can be understood by only the most skilled translators. Relatively few JAPANESE can read it. It is a form used in hurried notes on orders or signals; in personal diaries and in letters. So far documents written in SŌSHO have comprised about 20 per cent of the total captured in this theatre and have yielded an unusually high proportion of information of immediate tactical value.

The military translator is apt to encounter two further minor styles of writing, SHŌTEN and REISHO. The first of these was current in CHINA more than two thousand years ago during the CHIN dynasty. It is still used in some seals and formal literary and religious writings. The second closely resembles KAISHO and is also encountered in formal literature.

For purposes of comparison the above-mentioned five forms of ten ideographs have been set forth in parallel text in Figure 2.

The difference between the common styles—KAISHO, GYŌSHO and SŌSHO—as they actually appear in a running text is further exemplified by Figure 3, which sets forth an identical text written in each of these three styles.

KAISHO	GYŌSHO	SŌSHO
<p>小舞隊ハ十三日 〇四〇〇時 敵ノ トル川陣地左翼ニ奇襲セントス 月岡中佐</p>	<p>小舞隊ハ十三日 〇四〇〇時 敵ノ トル川陣地左翼ニ奇襲セントス 月岡中佐</p>	<p>小舞隊ハ十三日 〇四〇〇時 敵ノ トル川陣地左翼ニ奇襲セントス 月岡中佐</p>

Figure 3. Identical text written in KAISHO, GYŌSHO and SŌSHO styles. Text reads: "The KOMAI Unit will launch a surprise attack on the left flank of the enemy's TOR River positions at 0400 hours on the 13th. Commander TSUKIOKA." The selection has been written with pen rather than brush since the majority of handwritten captured documents are done with pen.



A competent translator must know the various readings and meanings of approximately 4,000 distinct ideographs in at least their KAISHO and GYOSHU forms.

(2) *KANA*. — (a) *Syllabary*. — KANA is a syllabary by means of which the JAPANESE can reproduce phonetically the 73 sounds occurring in the language. It is noteworthy that the sound "l" does not figure among these. The various pronunciations or readings of all ideographs may be written in KANA, and often are when the writer is unable to reproduce the ideograph itself. Suffixes which constitute the various inflections of the JAPANESE verb are also written in KANA, as are the majority of foreign words which have been adopted into the language.

(b) *Styles*. — The KANA syllabary may be written in five distinct styles. The military translator, however, is apt to encounter only KATAKANA, HIRAGANA and HENTAIGANA. KATAKANA is an angular script commonly used in official documents. HIRAGANA is a considerably more cursive form which is commonly used in letters and notes. The syllabary written in both of these forms is set forth as Figure 4. The HENTAIGANA syllabary is written by means of the original ideographs from which the preceding forms were derived. It is extremely difficult and seldom encountered.

バ	バ	ダ	ザ	ガ	ワ	ラ	ヤ	マ	ハ	ナ	タ	サ	カ	ア
ば	ば	だ	ざ	が	わ	ら	や	ま	は	な	た	さ	か	あ
pa	ba	da	za	ga	wa	ra	ya	ma	ha	na	ta	sa	ka	a
ビ	ビ	ヂ	ジ	ギ	キ	リ	イ	ミ	ヒ	ニ	チ	シ	キ	イ
び	び	ぢ	じ	ぎ	き	り	い	み	ひ	に	ち	し	き	い
pi	bi	ji	ji	gi	(w) i	r i	(y) i	m i	h i	n i	ch i	sh i	k i	i
ブ	ブ	ヅ	ズ	グ	ウ	ル	ユ	ム	フ	ヌ	ツ	ス	ク	ウ
ぶ	ぶ	づ	ず	ぐ	う	る	ゆ	む	ふ	ぬ	つ	す	く	う
pu	bu	zu	zu	gu	(w) u	r u	y u	m u	f u	n u	tsu	s u	k u	u
ベ	ベ	デ	ゼ	ゲ	エ	レ	エ	メ	ヘ	ネ	テ	セ	ケ	エ
べ	べ	で	ぜ	げ	え	れ	え	め	へ	ね	て	せ	け	え
pe	be	de	ze	ge	(w) e	r e	(y) e	m e	h e	n e	t e	s e	k e	e
ボ	ボ	ド	ゾ	ゴ	ヲ	ロ	ヨ	モ	ホ	ノ	ト	ソ	コ	オ
ぼ	ぼ	ど	ぞ	ご	を	ろ	よ	も	ほ	の	と	そ	こ	お
po	bo	do	zo	go	(w) o	r o	y o	m o	h o	n o	t o	s o	k o	o

ン (Kata-kana), ん (Hira-gana) n (end of syllable).

Figure 4. KATAKANA and HIRAGANA forms of the syllabary. KATAKANA forms are above the HIRAGANA.

### c. Homonyms

A further element of confusion is added by the prevalence of homonyms in JAPANESE. Where ideographs are used this difficulty is not present, but in documents such as signal messages, which are written completely in KANA, possibilities of error are present in an acute degree. For example, a single verb such as "KAKARU" has as many as twenty-two distinct meanings. The word "TO" has twenty-five possible meanings as diverse as: "and," "if," "when," "a door," "a party or gang," "a grindstone," "a

way," "a fence," "justice," "a sword," "a flowering stalk," "a lamp," "a tube" or "a grade." Instances of this sort are extremely common in JAPANESE.

### d. Style and Terminology

(1) *Style*. — Complexities of style add to the translator's problems. Written JAPANESE is a highly formalized language with innumerable conventions and traditions which rigidly determine the style of expression to be adopted in a given situation. These styles are numerous and so widely variant in structure that a person able to read a newspaper with ease will be completely unable to understand many literary, religious or professional works, or even letters written in the conventional epistolary style. The more abstruse forms are not usually encountered, but formal speeches by commanders, personal letters and the reports of some meetings do raise very considerable difficulties of style with which a competent translator must be able to cope.

(2) *Thought Pattern*. — All persons dealing with JAPANESE sources must also be prepared to make adequate allowance for the manner in which the JAPANESE pattern of thought, in itself utterly foreign to Western concepts, is expressed in writing. It is often extremely difficult to put an idea, reasonably clear in the JAPANESE original, into accurate and precise ENGLISH. Paraphrase is a necessity, but the greatest care must be exercised to insure accuracy. The scope of this difficulty is instanced by Figure 5.

(3) *Terminology*. — The JAPANESE flair for extravagant terminology provides still further opportunity for ambiguity. Therefore, too-literal adherence to the dictionary meanings of some JAPANESE words must be avoided. The activities of their own forces are sometimes described in misleading terms. For example a JAPANESE unit seldom retreats, it "changes the direction of the advance"; a JAPANESE plane is rarely shot down in combat, rather is it "self-exploded." Similarly, whatever the scope of the JAPANESE victory, or sometimes defeat, Allied forces are usually "stricken and annihilated."

### e. The Problem of ROMANIZATION

(1) *Unsuccessful Attempts*. — KANJI and KANA when transliterated into ROMAN letters are known as ROMAJI. The JAPANESE have tried unsuccessfully for thirty years to substitute ROMAJI for KANJI and KANA. Several systems governing the transliteration of terms into ROMAJI do exist, the most common of which are known as the HEPBURN and KOKUTAI Systems. The HEPBURN system was devised primarily for the use of foreigners and reproduces the JAPANESE spoken sounds as closely as possible. For example, it reproduces the KANA symbols シ, チ and ツ as SHI, CHI and TSU respectively. The KOKUTAI system was intended primarily for JAPANESE use and attached relatively arbitrary ROMAJI to certain KANA symbols for the sake of uniformity. According to this system the ROMAJI for シ, チ and ツ are SI, TI and TU respectively, although a JAPANESE in pronouncing these will perforce say SHI, CHI and TSU.

(2) *Difficulties of Transliteration*. — As long as the translator is dealing with ROMAJI versions of JAPANESE terms, he is confronted with only the usual difficulties. The situation is far

<p>此 頃 ニ 到リマシテ 佛教  Kono goro ni itarimashite, Bukkyō  This period at having-arrived, Buddhism</p> <p>ト 申ス モノ ハ 唯 下等  to mosu mono wa, tada katō  that (they) say thing as-for, merely low-</p> <p>人民 ノ 信ジル 處 ト ナツ  jimmin no shinjiru tokoro to nat -  class-people's believing place that having-</p> <p>テ 中等 以上 デ  te, chūtō ijō de  become, middle-class thence-upwards in</p> <p>ハ 其ノ 道理 ヲ 辨ヘ テル  wa sono dōri wo wakimae-teru  as-for, its reason (accus.) discerning-are</p> <p>人 ハ 少ナク 宗門 ト  hito wa sukunaku; shūmon to  people (nom.) being-few, religion that</p> <p>言ヘバ 葬式 ノ 時 バカリ ニ  ieba, sōshiki no toki bakari ni  if-one-says, funeral-rite's time only in</p> <p>用イル 事 ノ 様 ニ 思イマス  mochiiru koto no yō ni omoimasu.  employ thing's manner in (they) think.</p>	<p>"At the present day, Buddhism</p> <p>has sunk into being the belief</p> <p>of the lower classes only. Few</p> <p>persons in the middle and upper</p> <p>classes understand its fundamental</p> <p>ideas, most of them fancying that</p> <p>religion is a thing which comes</p> <p>into play only at funeral services."</p>
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Figure 5. Example of JAPANESE word order and construction.

different when one encounters a foreign word which has been phoneticized into JAPANESE. This word can be readily retransliterated into ROMAJI, but the chances are that it will bear but slight resemblance to its original form. Due to the peculiar syllabic structure of KANA, it is impossible for the JAPANESE to reproduce a great majority of the consonant combinations so common in Western languages. Consequently an original English name such as STUART might be variously romanized as SUTSUARUTO, TSUARUTO or TSUATO. In no case can the translator tell whether the original was spelled STUART, STEWART, STUARD or STEWARD. Such variations can be exceedingly serious as well as time-consuming when applied to foreign place-names appearing in despatches or on maps. This problem becomes acute in technical documents, where the JAPANESE often use transliterations of foreign scientific terms, and requires extremely careful study on the part of the translator.

#### f. Abbreviated Terms

The habit of abbreviation is extremely prevalent throughout JAPAN as well as in the JAPANESE Army. In addition to standard military abbreviations, which will be discussed later, there is another type based on ideographs.

When abbreviating according to this method, the author represents a lengthy term by setting down its key ideographs. Thus in the title 支那總方面軍陸軍部普通命令 i.e., Army Department Routine Order of the Main China Army Group, which is written with thirteen ideographs, the whole is represented by the three underlined ideographs, 陸支普, set forth in a partially inverted order. The application of the same technique is apparent in the abbreviation of 航空輸送 (Air Transport) as 航輸, or 重爆撃機 (Heavy Bomber) as 重爆. Abbreviations of this sort can be very obscure, particularly when applied to abstruse technical terms.

#### g. Forms of Reproduction

Captured documents are commonly printed, typed, mimeographed, blueprinted; written with pen, pencil, brush; stamped or branded. Some of these techniques add considerably to the translator's normal problems. Printing is clear and ordinarily causes little difficulty, but sometimes unusual and highly stylized CHINESE type is encountered which is hard to read. In mimeographed documents, the stencil is sometimes poorly cut and blurred. Blueprints may not register clearly; while in the case of pen, pencil or brush the handwriting is often almost illegible.



### 3. DOCUMENT RESTORATION

#### a. Damaged Documents

Difficulties of reading are further increased by the condition in which captured documents are often received. Many are taken from battlefields, crashed airplanes, graves, sunken ships and foxholes. They are apt to be torn, defaced, water-soaked, soiled with body fat or blood, or charred and, consequently, difficult or impossible to read in that condition. Restoration requires not only exposure of the documents to infra-red, invisible ultra-violet, reflected and transmitted light, including photography while so exposed, but also to the action of chemical fumes. To

alleviate this difficulty, a sub-section has been organized:

(1) to clean and restore illegible documents.

(2) To improve the legibility of documents obscured by surface debris of any type, and thus to reduce eyestrain.

#### b. Dirty Documents

Surface debris is removed by exposing the document to highly humidified air, and to subsequent treatment with a brush and spatula. The clean, humidified document is then dried by the simultaneous application of heat and pressure.

## Section II. ATIS ORGANIZATION AND PROCEDURE

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### 4. ORGANIZATION

In the South West Pacific Area the Allied Translator and Interpreter Section (ATIS, SWPA) is charged with the translation of captured JAPANESE documents. Linguist distribution in the South West Pacific Area is shown schematically in Figure 6. The strength of the Allied Translator and Interpreter Section, South West Pacific Area as of 1 October 1944, including Base ATIS and forward units, was 782 UNITED STATES and Allied personnel, divided as follows:

Linguists (translators, interpreters and interrogators)	336
Non-linguists (editors, clerks, typists, guards and other overhead personnel)	446

Linguists in forward areas, including those attached to tactical units and those attached from ATIS, totalled 282.

### 5. PROCEDURE

Rapid and efficient exploitation of captured documents has been materially assisted by the adoption and observation of standing operating procedures embodying the following principles:

#### a. Flexibility of Procedure

The quantity and type of documents captured from the enemy has varied widely. During the early days of the war the JAPANESE forces were advancing. Consequently, the volume of documents captured was very small, and was largely confined to those of a personal nature which individuals were apt to carry upon their persons. When the Allied forces began to advance, more documents were captured and a much higher proportion were official. In recent campaigns the number of enemy documents taken has become so large as best to be described in terms of tons.

As these changes have taken place, it has been found necessary to alter and adapt procedure to conform with new situations. Greater selectivity has become necessary. When very few documents were captured and relatively little was known about the JAPANESE forces in the South West Pacific Area, it was imperative to translate all enemy documents in full. As their number grew, and the volume of available intelligence increased, such a procedure became unnecessary and also impossible due to the limited number of linguists available. A system of thorough scanning supplemented by partial translations was instituted. This limited translation to those documents or parts of documents of known or probable intelligence value. Recently the procedure has had to be altered again to cope with the tons of documents captured at main JAPANESE bases.

The need for flexibility in procedure emerges clearly from this experience. No one system of

handling documents will prove equally efficient and expedient under all circumstances. Continual appraisal of procedure in respect to the quantity and type of captured documents, the number of available effective translators, and the nature of the information desired, is a necessity.

#### b. Economy in the Use of Language Personnel

Linguists qualified as translators of JAPANESE documents are extremely scarce. In the South West Pacific Area there are only 55 men who are able to translate documents written in SŌSHO. Furthermore, the difficulty of the language is so great as to preclude the training of any larger number of competent linguists within a practicable period of time. It is necessary, therefore, to use the services of the small number available with the utmost economy. In the South West Pacific Area, language personnel are forbidden to be used for non-linguistic duties such as cataloguing enemy supplies or equipment, guarding prisoners, miscellaneous clerical duties, exclusive order of battle duties, or arranging transportation for captured documents and prisoners.

#### c. Working Conditions

The efficiency of personnel is materially increased by the provision of suitable working conditions. In forward areas the work of language personnel must be performed under whatever conditions the action produces. Subject to the exigencies of the situation, however, it is important that personnel be as free from distraction as possible.

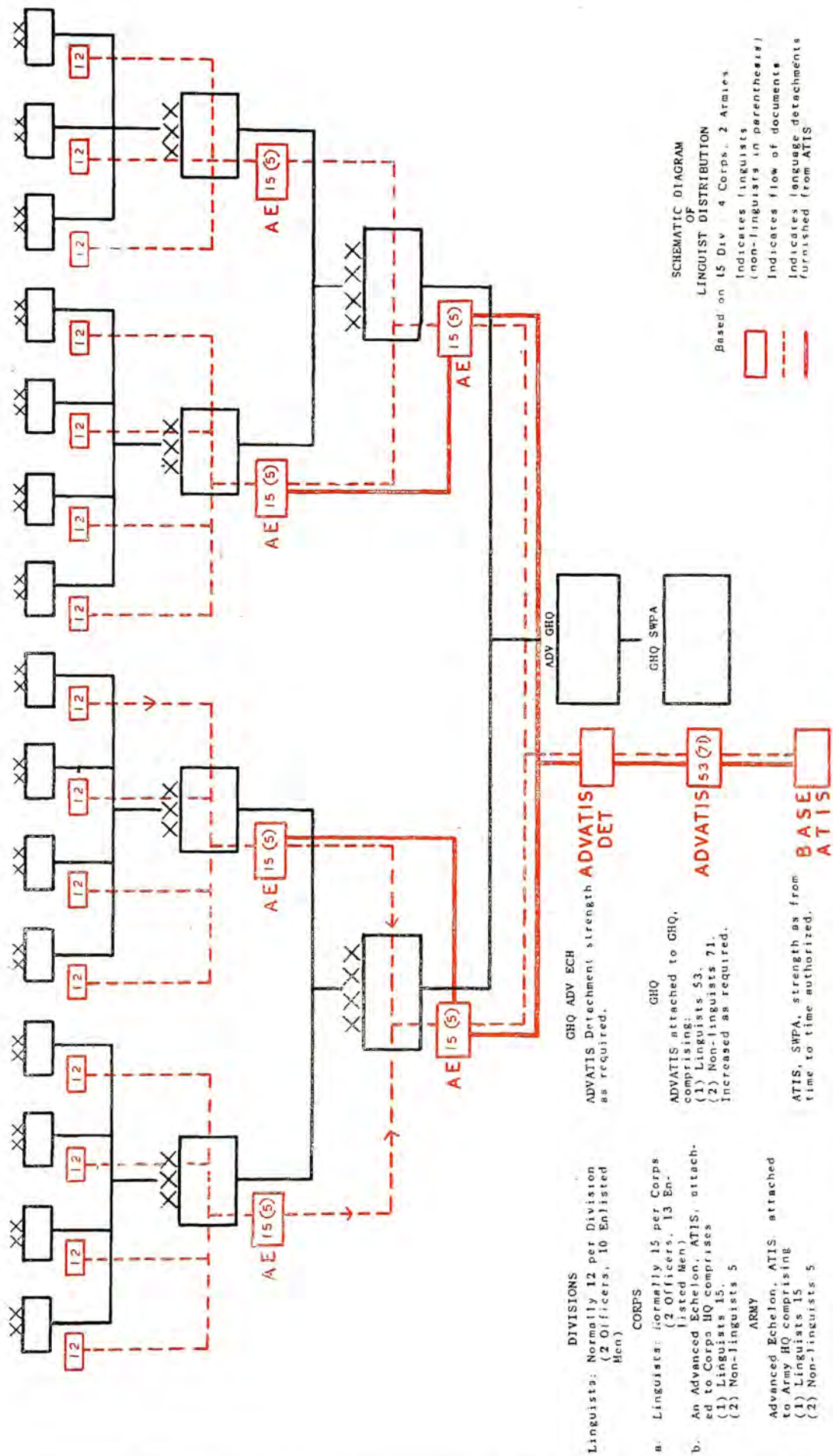
In rear areas where documents are exploited on a larger scale and in greater detail, better facilities are available. Reference materials, considerable office space and equipment, and the reproduction facilities necessary for the functioning of a sizeable staff become essential to the prompt and efficient performance of linguistic intelligence duties. Particular attention to the lighting conditions under which linguists work is essential. Frequent eye tests to ascertain the adequacy of vision and the correctness of glasses have been found advisable. Daily physical drill and ten-minute "breaks" morning and afternoon have also increased efficiency.

#### d. Selectivity in Translation

The volume of captured documents has become so great as to preclude the complete translation of everything. Therefore, it has become necessary to institute a procedure of pre-scanning whereby all documents are briefly examined, those of operational value segregated from those having probable or general value and those having no apparent military value, and provision made for the translation on a priority basis of those sections of documents containing information of operational value.

#### e. Methodical Presentation

To facilitate indexing, briefing and reproduction, a uniform format and style of presenting



**Figure 6. Schematic diagram showing distribution of linguists in South West Pacific Area.**

translations of captured documents has been developed. Insofar as the nature of the documents permits, translations are written and published in this form. In no case, however, are demands of form permitted to hinder the accurate reproduction of the original document.

#### **f. Standardization**

JAPANESE military terminology is capable of a variety of translations. Supposedly authoritative dictionaries do not agree as to the proper translations of many terms. Consequently, language personnel are apt to encounter several different ENGLISH versions of the same JAPANESE word. Confusion has been avoided by the compilation and use of a standardized glossary which is periodically revised in order to keep abreast of new terminology.

#### **g. Accuracy**

Important military decisions are sometimes based upon information derived from captured documents, thus necessitating accuracy in all translations. Mistakes are easily made in a language as vague and circuitous as JAPANESE. To avoid these, provision is made for the independent checking of every translation to assure reliability. It is axiomatic that "not quite accurate" is infinitely more dangerous than "completely wrong."

#### **h. Reference Material**

It is essential that adequate reference materials be available. In forward areas the average translator will need five or six different JAPANESE dictionaries in the normal course of work. In rear areas a much larger collection of references is needed. This should include a comprehensive assortment of military publications and standard linguistic works, such as dictionaries and historical grammars.

## **6. PROCESSING OF DOCUMENTS IN FORWARD AREAS**

### **a. General**

The processing of documents in forward areas differs materially from that in rear areas. Intelligence objectives are much more specific, the area concerned is smaller, the nature of the information desired is much more circumscribed, and a proportionately larger quantity of documents is handled. Conversely, the time available for the development of intelligence is usually much shorter. Under these circumstances it is extremely important to organize efficiently the processing of documents.

The function of language detachments in forward areas is to carry out the preliminary phase of the translation of captured documents and interrogation of prisoners of war within the provisions of United States Field Manual 30-15, British Manual of Military Intelligence 4-1938, and various pertinent GHQ, SWPA, directives. The term "documents" includes maps, sketches, photographs, orders, tactical and technical manuals and instructions, code books, war diaries, newspapers, notebooks, service records, pay rolls, shoulder straps or other identifying marks on uniforms and individual equipment, postcards and letters, the records of headquarters, post and telegraph offices, telephone exchanges, banks, police stations, and municipal and government offices; and anything else of a similar nature that

may contain information relative to the hostile army or country.

### **b. Intake of Documents**

The collection of captured documents for interpretation is a command responsibility. Counter-Intelligence Corps (CIC) and the Australian Field Security Service (FSS) collect documents in forward areas and deliver them to language units.

### **c. Processing of Documents**

Detailed instructions describing the processing of documents in forward areas in the South West Pacific Area are set forth in Appendix "A." Procedure in forward areas is based on the requirement of getting information of immediate operational value to the commander concerned with the least possible delay. Only such information as can be exploited by each commander is extracted before sending documents to next higher echelon.

### **d. Cryptographic Documents**

Standing operating procedure for the South West Pacific Area provides that captured cryptographic materials be handled in the following manner:

"17. Cryptographic material will be classified as 'SECRET' and will be handled with utmost dispatch as follows:

"a. All captured enemy codes, ciphers and cryptographic material of any kind will be delivered as promptly as possible to the representative of the Chief Signal Officer designated for that purpose, with the Task Force capturing the material.

"b. Information as to place and date of capture will also be furnished to aforesaid representative of the Chief Signal Officer at time of delivery of such material to him.

"c. Commanding Officer, Advanced ATIS, Commanding Officers of Advanced Echelons and Officers in Charge of Language Units will be responsible for ascertaining the name and whereabouts of the representative of Chief Signal Officer designated in their spheres.

"d. Upon delivery of cryptographic material to the representative of the Chief Signal Officer, a signed receipt in duplicate will be obtained and the original forwarded to ATIS, SWPA."

## **7. PROCESSING OF DOCUMENTS IN REAR AREAS**

### **a. General**

In rear areas the scope of interest embraces all theatres of actual or potential hostilities. The time available for the development of information, while not unlimited, is substantially greater than in forward areas. These factors combine to produce a system of processing which is characterized by its breadth and thoroughness.

### **b. Intake of Documents**

All captured documents, with the exception of cryptographic materials and those forwarded to the War Department, WASHINGTON, D.C., are forwarded to Base ATIS, SWPA, by all collecting agencies in forward areas and by some in rear areas, such as the Office of the Base Censor.

### **c. Prescanning and Assortment of Documents**

Upon receipt at Base ATIS, highly qualified linguists subject all documents to a further pro-



cess of prescanning, the object of which is their assortment into broadly defined categories according to whether they contain information of operational value ("A" documents), information of probable or general value ("B" documents), or—if any have slipped through the prescanning system in forward areas—documents containing information of no apparent value ("C" documents). "C" documents, over which the UNITED STATES retains jurisdiction, are forwarded direct to AC of S, G-2, War Department, WASHINGTON, D.C. The remaining "A" and "B" documents are further segregated into general and technical categories and the sorted documents are then distributed to general or technical scanning teams or to inventory teams.

#### d. Scanning of Documents

All "A" documents are scanned. The object of scanning is to provide a clear, complete and concise description of each document, in sufficient detail to indicate the nature and scope of the information of operational value contained therein and to facilitate the assignment of a priority for translation in whole or in part.

Scanning is performed by teams composed of two or three highly qualified linguists. One man is designated as team captain and his duties include the organization and presentation of documents. Individual scanners are responsible for the taking of precise and adequate notes, and for a full understanding of all parts of the document not mentioned in their notes. Upon the basis of these notes the team captain presents all documents on his list to a conference composed of representatives of General Headquarters, Allied Land Forces, Allied Naval Forces and Allied Air Forces, plus the major technical and special services; answers questions personally or through the team member who scanned the document; and receives and executes instructions as to the disposition of the documents concerned.

It is not the function of scanning teams to make full and lengthy translations. These are done by a separate translation section.

As a result of the above-noted procedure, documents are downgraded, if necessary, or assigned a document number and a priority for translation in full, or in part.

#### e. Inventorying of Documents

All "B" documents are inventoried; that is, segregated according to type, viz, diaries, orders, paybooks, nominal rolls, etc.; and essential data in respect to their issuing authority, title, date, area of reference, etc., indexed, numbered and recorded. The results are published in special ATIS Inventories. The documents are then carefully labelled and packed in numbered cases. In this way, it is possible for the limited number of translators available to concentrate their efforts on the processing of "A" documents, while still providing other intelligence agencies with sufficient information in respect to "B" documents to ascertain whether or not further translation is desirable. Further translation will be made as the situation permits. All "B" documents, of which further translation is not requested, are shipped to AC of S, G-2, War Department, WASHINGTON, D.C. This applies only to those documents over which the UNITED STATES has jurisdiction.

#### f. Translation of Documents

"A" documents are translated in full or in part as directed by the conference in the manner

described in Sub-paragraph d above. Translations of "B" documents are made as requested by the several intelligence agencies to which ATIS Inventories are distributed. Further translations of "B" documents are made as the number of available effective translators permits.

#### g. Forms Used in the Processing of Documents

The distribution, routing, scanning, presentation, and translation of documents has been materially aided and expedited by the adoption and use of a series of standardized administrative forms. Specimens of the more important of these presently in use at ATIS, SWPA, are reproduced as Appendix "B."

#### h. Types of Publications

When translation is completed, documents are regularly published in the following forms:

(1) *Advanced ATIS Spot Reports*.—Translations issued by Advanced ATIS and distributed immediately and with priority over all other publications for reasons of urgency, and content of information of immediate tactical value.

(2) *ATIS Spot Reports*.—These are only issued when information considered to be of immediate operational value has reached Base ATIS without the certainty that it has been seen by tactical units forward. In the early stages this was due to imperfect forward organization, and, in many instances, the failure to note on documents, particularly maps, whether or not they had been seen by operational command. Of 189 published, only four have appeared in 1944.

(3) *Advanced ATIS Bulletins*.—Translations issued by Advanced ATIS to ensure the rapid dissemination of information considered to be of immediate value.

(4) *ATIS Bulletins*.—The function of these is to ensure the rapid dissemination of information considered to be of immediate value. Headings and descriptions of documents are marked as follows:

(a) A, B, C or D to indicate priority order for translation.

(b) TIR—Translation if requested. The translated document will *not* appear in Current Translations.

(c) H—Documents considered to be of value for reconstruction or historical purposes only. Will be translated should no higher classification documents be awaiting processing or on cessation of hostilities, whichever is the earlier.

(d) X—Documents translated in full or in part for urgency, or only such parts as have military value. Will *not* appear in Current Translations.

(5) *ATIS Current Translations*.—Publications containing full translations of all documents classified A, B, C, or D in ATIS Bulletins.

(6) *ATIS Enemy Publications*.—Translations of captured enemy publications such as field manuals, technical manuals and intelligence reports.

(7) *ATIS Inventories*.—Lists of documents considered to be of probable or general value ("B" documents). Document numbers and a brief description including issuing authority, title,

## THE EXPLOITATION OF JAPANESE DOCUMENTS

date, area of reference and similar essential data are set forth under the following 17 headings:

- (a) Diaries, Field
- (b) Diaries, Personal
- (c) Identity Tags
- (d) Intelligence Reports
- (e) Letters, Postcards
- (f) Magazines
- (g) Manuals
- (h) Maps
- (i) Newspapers
- (j) Orders
- (k) Paybooks
- (l) Photographs
- (m) Savings Books
- (n) Service Records
- (o) Tables of Organization, Nominal Rolls
- (p) Technical Documents
- (q) Miscellaneous.

(8) *ATIS Advanced Echelon Reports*.—Preliminary translations made in the field for the sole purpose of distributing information of immediate operational value to commanders of tactical units.

(9) *PHILIPPINE Series Bulletins*.—Special translations pertaining to the PHILIPPINE Islands. These were discontinued with the dissolution of the PHILIPPINE Islands Research Section of ATIS, SWPA on 9 October 1944.

(10) *ATIS Publications*.—Special translations or compilations of unusual importance or interest are sometimes issued in this form. ATIS Publication No. 2, for example, which was printed and

issued as a 683-page book in May 1943, comprised an alphabetical list of 40,000 JAPANESE Army Officers.

(11) *ATIS Research Reports*.—These are collations of bibliographically indexed information available to ATIS. The 100 Reports issued to date have been prepared in response to requests from authorized agencies, or have been issued when sufficient information on certain significant aspects of the enemy forces has been assembled.

(12) *Limited Distribution Reports*.—Special reports issued from time to time as directed.

### i. Distribution of Publications

Dissemination is made to a prescribed distribution list.

## 8. SPECIAL TREATMENT OF TECHNICAL DOCUMENTS

Technical documents present a number of special problems. To cope with these, certain groups of translators have been specially trained in the nomenclature of medicine, ordnance, aviation, chemical warfare, signal communications, engineering, including field fortifications, diesel and gasoline engines and naval craft.

Some technical documents are of such a nature that they should be handled only by technical intelligence units. These include such items as manufacturer's name plates, technical air documents, etc. They are forwarded to the proper headquarters immediately upon identification.

## Section III. SOME ASPECTS OF JAPANESE DOCUMENTS

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### 9. ERRORS AND BIAS IN JAPANESE DOCUMENTS

Certain types of JAPANESE documents contain errors or misrepresentations due to the bias of internal propaganda policy. If a matter of personal or national prestige is involved, the contents of a document may often be distorted.

Errors committed through ignorance or dependence on unfounded rumors are frequently encountered in JAPANESE personal diaries. The individual JAPANESE is an inveterate rumor-monger, and certain tales which have gained general currency in the ranks are set down in individual diaries with every evidence of personal conviction. For example, when the fighting had turned against the JAPANESE in NEW GUINEA, it was widely believed that strong reinforcements were en route and that it was only necessary to hold out till their arrival. Stories of this type, though baseless in fact, were accepted at face value by numerous JAPANESE, and factual accounts giving the number and scheduled date of arrival of these mythical reinforcements have figured in captured diaries.

The type of misrepresentation most commonly encountered in JAPANESE documents is deliberate. It is a result of a planned internal propaganda policy, which is, in turn, deeply rooted in the unique psychology of the race. It expresses itself in deliberate falsification for morale and prestige purposes. Where such material is intended for popular consumption, a certain amount of distortion for effect is understandable. But it frequently occurs in strictly military documents reporting operational situations as a basis for decision and action. For example, on 29 February, 1944, after the Allied forces had landed, the commander of the JAPANESE garrison on the ADMIRALTY Islands made the following statement in an operation order:

"The officers and men fought furiously against the enemy landing and destroyed them. We are in the midst of preparing for future movements."

A similar instance is provided by the statement of a prisoner of war who stated that in CHINA "the divisional and regimental commanders, in computing the number of CHINESE casualties, had, in many cases, based their figures on the number of rounds fired by the JAPANESE."

Distortions of this type are particularly frequent in reports dealing with losses inflicted on the enemy or describing the manner in which JAPANESE soldiers met their death. In the latter instance, at least, such practices have been of sufficient scope and importance to warrant the following official reprimand, delivered by the commander of the South Seas Detachment to the commander of 55 Transport Force on 1 January 1942:

"To exaggerate the circumstances of the deaths of soldiers and military personnel not only offers

a measure of disrespect to the Emperor, but the truth will in time rebound and will have serious repercussions in and out of military circles. So handle this properly. This instruction will be observed, as instances of exaggeration have occurred recently."

### 10. SOME SOURCES OF INFORMATION

#### a. Clothing, Graves

Important data may be found anywhere. During operations in the MUBO Sector the first confirmed identification of one opposing unit was derived from a name tag sewn into the boot-top of a dead JAPANESE. Markers on JAPANESE graves sometimes yield information of similar utility, a fact which is recognized by the JAPANESE themselves, as is shown by the following captured order:

"Too many graves with markers are not good for counter-intelligence and morale. Inasmuch as a memorial will be erected at a man's home it is not necessary to erect one in the battlefield. The unit that digs graves should respectfully take the bodies away, or should move them to a place where they cannot be seen from the road."

#### b. Jungle Signs

Sometimes valuable information can also be gleaned from jungle signs. JAPANESE troops in the jungle often mark trails leading to bivouac areas and supply dumps by carving the names of units on the trunks of trees. In some cases, road signs are similarly found. When encountered by Allied patrols, these signs are copied or traced and forwarded to language personnel. Sometimes, natives copy them on leaves or scraps of paper. Because of the inaccuracies in copying which result from this process, they are often extremely difficult to translate. In some few instances, however, Allied patrols have been able to make successful sorties on particular objectives as a result of the translation of such tree carvings. In one case, the words "Fording point," carved on a tree near BUIGAP Creek, led to the discovery of the main supply line for a JAPANESE battalion which was later cut off and liquidated.

#### c. Used Carbons

Figure 7 is a photographic reproduction of a single sheet of carbon paper captured in the KOMIATUM Sector. It had been used to make copies of three separate items. Upon examination only two very small portions proved to be illegible. The following information was revealed:

(1) A sketch showing course followed by warships and small craft from KOKOPO to SALAMAUA during May 1943.

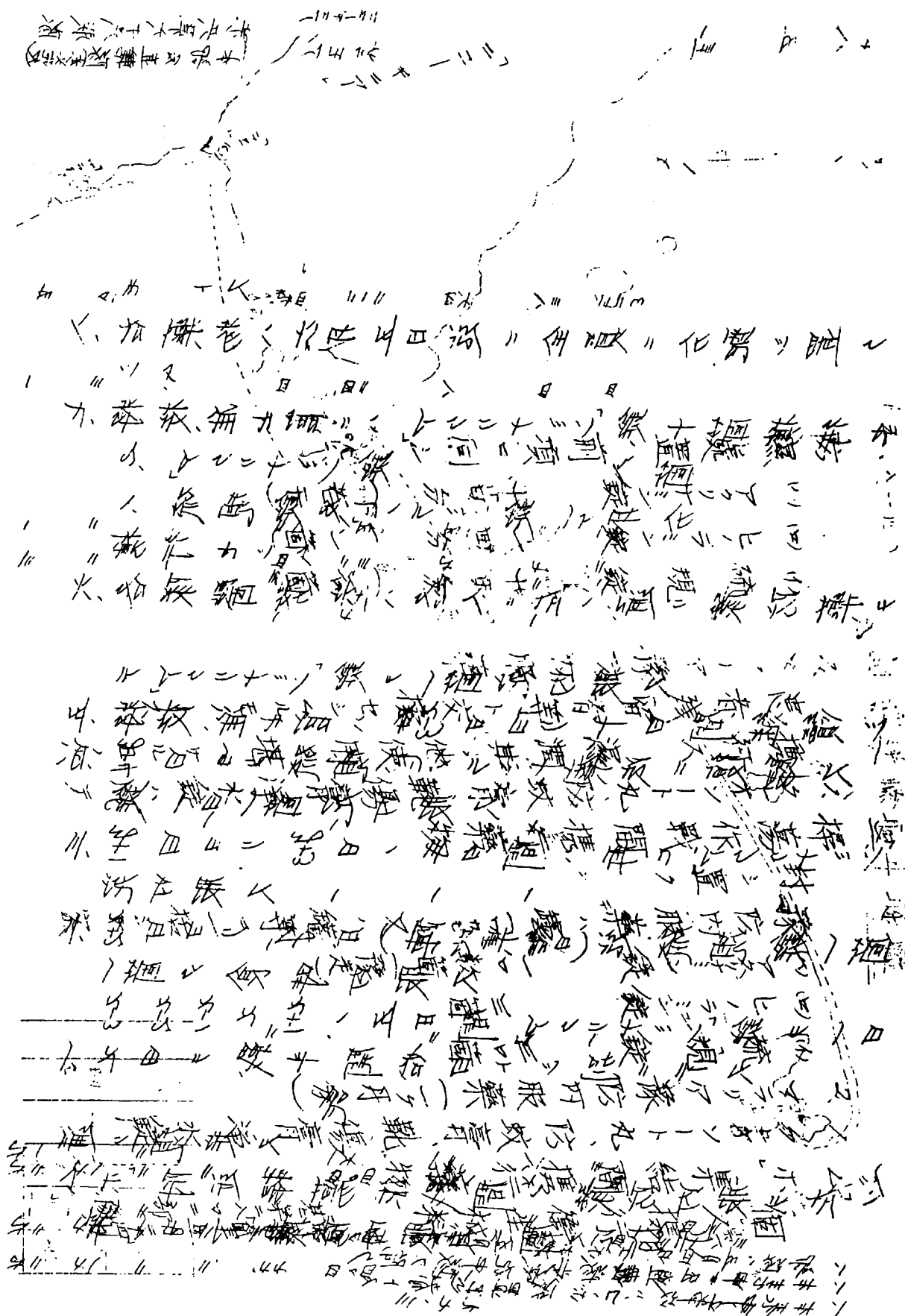


Figure 7. Photographic reproduction of captured sheet of carbon paper.



(2) A table dated 4 May 1943, setting forth the strength of headquarters unit and units under the direct command of 66 Infantry Regiment.

(3) Memorandum, dated 24 May 1943, giving issue and dosage of malaria preventatives in MUBO Area.

At the time, this information was of tactical importance and was immediately forwarded to proper headquarters.

## 11. LIAISON WITH INTERROGATORS

Information developed in course of exploiting captured documents is often of great importance to intelligence personnel responsible for the interrogation of prisoners of war. Documents belonging to a prisoner of war and giving information about his background and movements are one of the most effective means of breaking the prisoner, persuading him to talk, and checking on the general accuracy of his statements. Every care should be taken to insure that documents taken from the person of a prisoner are properly identified. When such documents arrive in rear areas for further processing, it is essential that their relationship to the prisoner be established. Very minor clues are sometimes vital. In one instance which occurred in a forward area, the officer in charge of a language team had a number of prisoners of war fill in personalia forms in their own handwriting. It was noticed that one had a distinctly individual script. Later, on reading through a series of recently captured diaries, a very similar handwriting was encountered. Upon investigation it was discovered that the diary belonged to this prisoner, who had disposed of it before capture and then given a false name and unit.

## 12. SYSTEMATIC CORRELATION OF INFORMATION

### a. Correlation

It is only through the systematic application of a technique of matching, comparing and fitting seemingly disparate bits of information into a larger picture that military intelligence emerges. Occasionally an unexpectedly complete picture results.

### b. OGAWA'S Saga

The tribulations of 1st Lieutenant OGAWA, Takeshi, Commander of 9 Company, 115 Infantry Regiment, 51 Division, offer a case in point. The following story was pieced together from 15 separate documents, captured from July 1943 to January 1944 in several different localities:

28 February 1943—A captured field diary notes the embarkation of Lieutenant OGAWA aboard the KYOKUSEI MARU at RABAU.

2 March—At 0730 hours the convoy was "sailing peacefully." Shortly afterwards the KYOKUSEI MARU received six direct hits during an Allied air attack, and sank at 0927 hours. At 1120 hours Lieutenant OGAWA was rescued by the destroyer ASAGUMO, and at 2300 hours he was landed at LAE.

*Separate documents captured at later dates* continue the story as follows:

26 March—Lieutenant OGAWA spent a good deal of the time making out death certificates for members of his company. He despatched the final casualty list on this date.

21 April—Lieutenant OGAWA was supervising his reorganized company in the construction of billets at PUTEPAN.

May/June—In accordance with directions from superior headquarters, Lieutenant OGAWA completed the following reports. *All were captured.*

(1) Chemical warfare equipment held by his company.

(2) Five situation reports noting the dwindling strength of his company.

(3) Two reports setting forth arrangements for supply of provisions and ammunition to 9 Company.

6 June—The Adjutant of 51 Division, Infantry Group Headquarters, sent to Lieutenant OGAWA a special "Security Directive" calling his attention to the fact that on 2 and 3 June liaison personnel of his unit "lost their documents while en route. Please pay strict attention to the security of important documents."

June—Administrative requests continued to beset Lieutenant OGAWA. Regimental Headquarters dispatched the following instruction:

"In accordance with Routine Order No. 1, issued recently, we request that you submit a report on arms (June) as early as possible. There is difficulty in submitting same to the Division. Please attend without delay to the attached investigation requested by Headquarters."

30 June—The diary of a member of 9 Company contains the following entry:

"Unit Commander, Lieutenant OGAWA, was wounded."

1 July—"Lieutenant OGAWA entered the hospital at SALAMAU."

8 July—"ALLIED planes dropped bombs in the vicinity of the SALAMAU hospital."

9 July—"Unit Commander OGAWA and Second Lieutenant TAKASAKA were sent to the rear."

9 July—Lieutenant OGAWA's name appears in the medical report of No. 2 Field Hospital Surgical Ward."

July—A brother officer notes in a letter written from the hospital that Lieutenant OGAWA is worrying over his failure to supply requested administrative forms to higher headquarters.

### c. Indexing

The prime essential for the successful operation of such a technique is the institution and maintenance of an efficient bibliographic indexing and filing system.

The need for an elastic system providing for indefinite expansion led to the adoption and adaptation of the Index Guide for Military Information, US War Department. Based on the decimal system, this provides a framework which can meet all contingencies. (See ATIS Publication No. 4).

## Section IV. IDENTIFICATION OF JAPANESE DOCUMENTS

### 13. ASSESSMENT OF DOCUMENTS

Assessment of captured documents is simplified and expedited by a thorough knowledge of certain common features peculiar to the majority of JAPANESE documents. The following paragraphs set forth basic information in respect to these common features.

### 14. TITLE AND ISSUING AUTHORITY

Establishment of the title and issuing authority of a document will materially assist in the broad delimitation of its intelligence value. Publications by Imperial General Headquarters or higher tactical formations, for example, seldom have an immediate tactical significance. Conversely, orders, messages and notes originating at the platoon or company level are apt to have great immediate importance for intelligence officers operating in forward areas.

To prevent duplication in translation, considerable caution should be exercised in the determination of issuing authorities, particularly with respect to bound files. Unit names appearing on file covers usually indicate the holder, addressee or individual charged with maintaining the file rather than the issuing authority.

### 15. THE SYSTEM OF DATES

In military documents the JAPANESE normally employ two methods of writing dates.

#### a. Regnal Calendar

The system most commonly encountered is based on regnal years. The regnal title of HIROHITO, the present Emperor, is SHŌWA (昭和), meaning "radiant peace." As long as this reign continues, the years will be numbered successively, beginning from SHŌWA GANNEN or the first year of the reign of SHŌWA. According to the Western calendar SHŌWA GANNEN was 1926. Thus 1944 is SHŌWA JŪKUNEN or the 19th year of SHŌWA.

To ascertain the Western equivalent of any regnal date, add the JAPANESE year number to the Western equivalent of the year preceding that Emperor's accession date. Thus, to ascertain the model year of the MEIJI 38 rifle:

38 (the JAPANESE year number) + 1867 (the year before the accession of the Emperor MEIJI) = 1905 (the Western year).

Regnal dates other than MEIJI (add to 1867), TAISHŌ (add to 1911) and SHŌWA (add to 1925) will seldom be encountered.

Months are numbered in JAPANESE from one through twelve. The ideograph for month, 月, is suffixed to these numerals. Thus 三月, the third month, is March, while 十一月, the eleventh month is November.

Days are designated by numbers as in the Western system. A normal JAPANESE date would therefore read as follows:

昭和十九年八月十五日 = 15

August 1944 (literally: SHŌWA, 19 year, 8 month, 15 day).

It will be noticed that the order observed by the JAPANESE is regnal title, year, month, day. This is particularly important in abbreviated dates, which are written in the reverse of Western order. Thus, 19/8/30 is 30 August 1944 and not 19 August 1930.

Hours and minutes are designated from 0001 to 2400. To the hour number the JAPANESE ideograph for hour, 時, is usually suffixed.

#### b. Historical Calendar

JAPANESE military usage recognizes another system of dates based upon the historical calendar. According to mythology the JAPANESE Empire was founded in the year 660 B.C. This is the year 1. According to this system recent years are numbered as follows:

1939 — 2599	1942 — 2602
1940 — 2600	1943 — 2603
1941 — 2601	1944 — 2604

The last one or two figures only of the year numbers are often used to indicate the model year of equipment. Thus in respect to JAPANESE airplanes the type numbers indicate years of adoption as follows:

Type 97 — 2597 — 1937
Type 0 — 2600 — 1940
Type 3 — 2603 — 1943

### 16. SECURITY CLASSIFICATIONS

#### a. Allied Equivalents

JAPANESE security classifications with Allied equivalents are set forth in tabular form in Figure 8. Abbreviated forms of these classifications are also included, since they are encountered as frequently as the full versions.

#### b. Priority on Basis of Classification Dangerous

In theory and intention the JAPANESE definitions of these classifications are very similar to those used by the Allies. In practice, however, JAPANESE documents are frequently overclassified, and to judge their importance for priority of processing solely by classification is highly dangerous. Many documents which have proved of high operational value have been hastily scribbled notes or messages which bear no official classification. These are usually notes taken by "order receivers" from the dictation of the regimental or battalion commander or adjutant, generally written in SŌSHO. They are intended for urgent transmission to the units

Full Form	Abbreviation	Standardized Translation	U.S. Equivalent
軍事機密	機密	(Military) Ultra Secret	Top Secret
軍事極秘	極秘	(Military) Most Secret	Secret
軍事秘密	秘 or 秘密	(Military) Secret	Confidential
部外秘密	部外秘	Restricted	Restricted
將校ノミ閲覧		For Officers Only	
人事極秘密	人事極秘	Personnel—Most Secret	
人事秘密	人事秘	Personnel—Secret	

Figure 8. Security classifications.

concerned, bear no classification, and are usually captured long before the formal classified document.

17. THE SYSTEM OF UNIT IDENTIFICATION

a. Methods of Identification

JAPANESE Army units overseas are identified in four ways. Major units may be designated by any one of the following:

(1) *Numbered Unit Designations.*—Divisions of the JAPANESE Army are non-consecutively numbered between one and one hundred and sixteen. Regiments and independent formations are similarly numbered within the various arms of service, three hundred and five being the highest number presently on record. Whether at home or in the field units are frequently identified by reference to this framework.

(2) *Home Code Numbers.*—JAPAN is divided into four Army administrative districts. KOREA and FORMOSA comprise separate districts. The complete list is as follows:

English	Ideographs
Northern Army Administrative District	比 部 軍 管 區
Eastern Army Administrative District	東 部 軍 管 區
Central Army Administrative District	中 部 軍 管 區
Western Army Administrative District	西 部 軍 管 區
KOREAN Army Administrative District	朝 鮮 軍 管 區
FORMOSAN Army Administrative District	臺 灣 軍 管 區

Each army administrative district is divided into divisional districts, which are further subdivided into regimental districts, each of which has a regimental headquarters. A number known as the "Home Code Number" has been assigned to every regimental headquarters. These run consecutively within a given army administrative district, and confusion is prevented by prefacing the number by the district indicator, e.g., Central 67 applies to NARA Regimental Headquarters, whereas Eastern 67 applies to TAKATA Regimental Headquarters. Since the district served by

any regimental headquarters may be occupied at the same or different times by a regiment of the standing JAPANESE Army, a depot regiment or a reserve regiment, it should be clearly understood that any Home Code Number can apply to more than a single regiment. This need not be an infantry regiment, or in the case of independent formations, even a regiment. Thus Central 3 applies to 34, 118 and 230 Infantry Regiments; parts of 60 Infantry Regiment, 13 Independent Infantry Regiment and 2 Independent Anti-Tank Battalion; and possibly to other units as well.

(3) *Overseas Code Names and Numbers.*—JAPANESE units on active service overseas are assigned code names and numbers. Major formations such as armies, divisions and independent mixed brigades have code names, while their component units bear code numbers which are suffixed to this code name. As subordinate units are shifted from one major formation to another, their *code name changes* to that of the new formation but their *code number remains the same*. Thus 15 Independent Engineer Regiment, as it was transferred from 25 Army to 17 Army, changed its code designation from TOMI (富) 8125 to OKI (神) 8125, and subsequently, when attached to 18 Army, became MO (猛) 8125.

Code numbers are sometimes abbreviated to their last two figures. Thus in NEW GUINEA the infantry regiments of 51 Division were commonly referred to as 02, 03, and 04. The complete code numbers would be prefixed by 28 in each case.

(4) *Commanders' Names.*—It is common practice in the JAPANESE Army to refer to units of any size by the names of their commanding officer and the suffix TAI (unit), SHITAI (Detachment), BUTAI (Force), HEIDAN (Group), DAN (Group), SHUDAN (Group) or TEIDAN (Echelon). Thus a document might describe a unit as follows: TOMOHIRO TAI, YAMAGUCHI BUTAI, MATSUI BUTAI, MOTO HEIDAN. Translated by reference to order of battle sources, this unit would emerge as 4 Company, 1 Battalion, 115 Infantry Regiment of 51 Division. The proper names TOMOHIRO, YAMAGUCHI and MATSUI were respectively the names of the company, battalion and regimental commanding officers. MOTO is the code name for 51 Division.

### b. Unit Designations

The JAPANESE Army is composed of armies, divisions, brigades, regiments, battalions, companies, platoons, sections and squads, the sizes and functions of which are roughly analogous to similarly named units in the US Army. However for security reasons, the JAPANESE usually designate their units as:

English	Romaji	Ideographs
Unit	TAI	隊
Detachment	SHITAI	支隊
Force	BUTAI	部隊
Group	{ DAN	團
	{ HEIDAN	兵團
	{ SHUDAN	集團
Echelon	TEIDAN	梯團

These terms are widely used but have no precise numerical or organizational significance. Units of company size or smaller are generally referred to as TAI, while larger formations up to, and sometimes even including, divisions are termed BUTAI. As SHITAI, DAN, HEIDAN, SHUDAN and TEIDAN are used in a variety of contexts, definitions of their strength and organization should be limited to specific cases. Ordinarily the reference will be to an independent organization or a unit of greater than battalion strength.

### c. Special Naval Landing Parties (SNLP)

Special Naval Landing Parties correspond roughly to our Marine units. They are organized by various naval bases and bear the name of the base at which they were formed, e.g., YOKOSUKA, KURE, SASEBO or MAIZURU. Units are sometimes joined to form a Combined Special Naval Landing Party. The system has also been slightly modified by the formation of SHANGHAI and TSINGTAU Special Naval Landing Parties. SNLP units have two major functions: landing operations and naval garrison service. Organization is extremely flexible and depends on assignment.

## 18. THE SYSTEM OF PERSONAL IDENTIFICATIONS

### a. Personal Names

JAPANESE personal names are almost always written in ideographs, the surname being written first and followed directly, without any punctuation, by the first name. Thus in JAPANESE the name of the former premier, Hideki TŌJŌ, would be written 東條英機, the last name coming first. To avoid confusion ATIS publications give the surname first in capital letters, followed by a comma and the first name in lower case, thus—TŌJŌ, Hideki.

The translation of JAPANESE personal names is an extraordinarily difficult task. The vast majority of JAPANESE ideographs admit of more than a single reading, and some have a great number. Thus the single ideograph 生 may be read in twenty-three entirely different ways. When it occurs in proper names, however, only nine different readings are apt to be encountered, viz., IKU, TAKA, NARI, ARI, FUYU, WA, IKERU, OBO and UBU. Translators encountering this ideograph as a component of a personal name have no certain way of telling which of these nine possible readings is the proper one. The problem is complicated

still further by the national fondness for either attaching extremely unusual readings to common ideographs, or selecting archaic and obscure ideographs for use in their names. Thus the ideographs for the numerals 1, 2 and 3, 一 二 三, can be combined in that order to form the proper name HIFUMI, a most unusual reading. At the other extreme the very rare ideograph, 鱈, when used as a personal name, may have the common pronunciation, SUZUKI.

JAPANESE surnames usually consist of a combination of two ideographs though names of one or three are fairly common, and four are occasionally encountered. Even in combinations the ideographs may be correctly read in several ways. Thus a translator faced with a proper name written 生形 has no way of telling whether it is properly read IKIGATA, OBOKATA, or UBUKATA. All are grammatically correct readings, and all are used as personal names. Current dictionaries of proper names are useful but not definitive. Common practice and experience are valuable guides. In ATIS publications, ideographs always appear as footnotes.

JAPANESE first names usually consist of one, two or three ideographs, though four are not uncommon, and occasionally one encounters names having five such as 無手右衛門 read MUTEEMON. First names, too, can frequently be read in several ways, though usually they offer fewer difficulties than surnames. The first names of males frequently contain the ideographs for one, two, three, etc., indicating the person's order of birth within the family.

Since JAPANESE names are written without punctuation, it is sometimes difficult to tell where the ideographs of the surname stop and those of the first name commence. A name such as 杉林太郎, for example, may, with equal grammatical correctness, be read SUGI, Rintaro or SUGIBAYASHI, Taro, depending on whether the surname is assumed to consist of only the first or of the first two ideographs.

In these numerous cases where more than one reading of the ideographs comprising a name is possible, the only way to arrive at the correct reading is through hearing the ideographs pronounced, by a prisoner of war familiar with the person, for example, or through the discovery of a document containing both the ideographs and FURIGANA, i.e., the name syllabized in KANA alongside the ideographs.

In translating or reproducing JAPANESE personal names, the translated version of the name is always accompanied by the ideographs. Most personal names can be correctly written with several different combinations. Thus if a document states only that "Captain TADA will assume command," the reader has no way of knowing whether this Captain TADA is the one who writes his name 田々 or one of five others who write their names as 田田, 多田, 多々, 多多, or 唯, respectively. Where names of common occurrence are concerned distinctions of this sort can become extremely important.

### b. Identification Discs

Officers and men of the JAPANESE Army are issued identification discs which they are supposed to carry at all times. Information set forth on these discs varies but usually includes two or three of the following items: code name of unit, code number of unit, home code number of unit, arm of service, number of regiment or equivalent organization, number of company;



## THE SYSTEM OF PERSONAL IDENTIFICATIONS

battery or other subordinate unit, personal number, personal name, blood type. Specimens of four common types of discs are set forth as Figure 9.

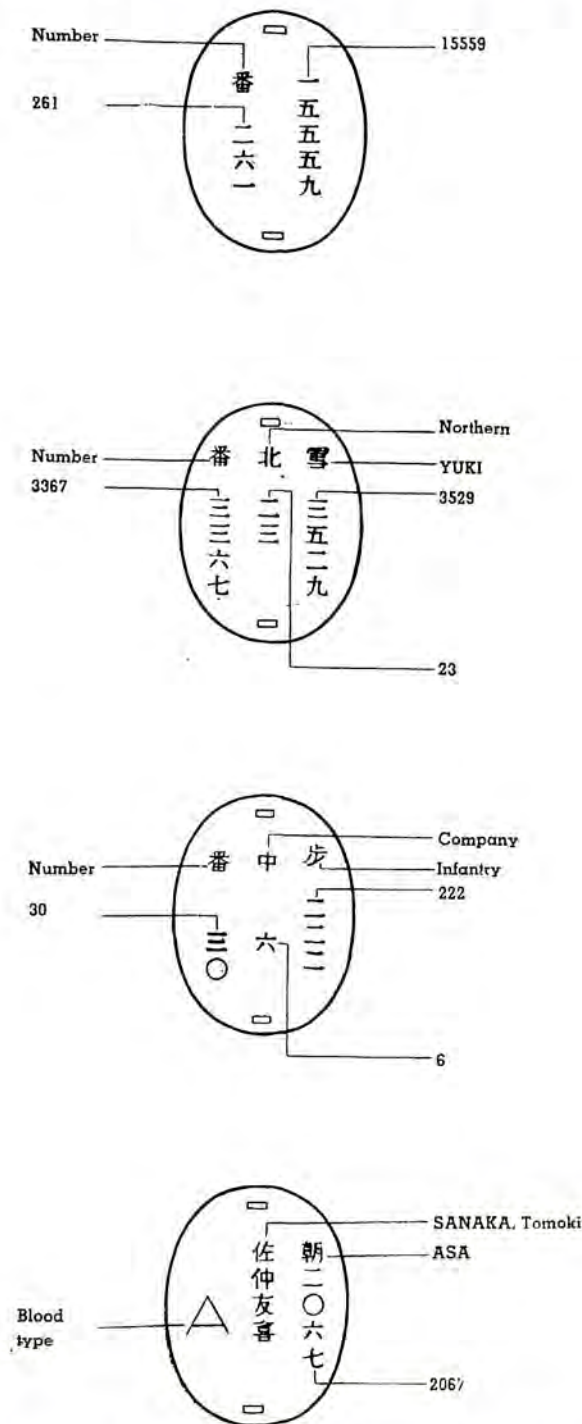
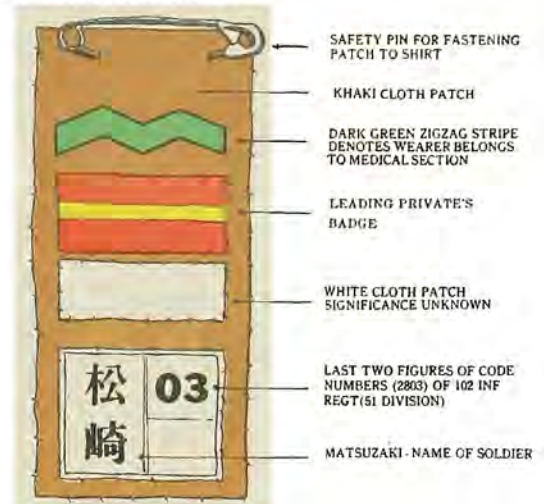


Figure 9. Specimens of JAPANESE identification discs.

### c. Identification Patches

Identification patches are commonly worn by JAPANESE troops on the right or left breast or arm of the field uniform. Badges of rank, branch of service chevrons, and other indications of unit such as coloured buttons or braid are often combined with these patches. Information set forth on the patch itself varies with units, localities and the rank of the wearer, but will usually include the unit code name and/or number—the latter often abbreviated to the last two numbers only,—name of the commanding officer and/or the individual's name. An example of a common identification patch is reproduced as Figure 10.



(S-2 Notebook, compiled by AC of S, G-2 First Cavalry Division; edited by AC of S, G-2, Headquarters, Sixth Army)

Figure 10. Identification Patch.

### d. Branch of Service Chevrons

(1) *Army*.—Since 1939 branch of service has been indicated by different coloured double chevrons in the form of an inverted "W". These are usually worn upon the right or left breast and are often combined with identification patches and badges of rank. See Figure 10 above. In October 1940 such chevrons were abolished for the infantry, tank corps, cavalry and engineers, but retained by the other services. Specimens of these are reproduced in color as Figure 11, which will be found in pocket of rear cover.

(2) *Navy*.—Confusion between army and navy arms, services and ranks is prevented by prefixing to them the ideographs 陸軍 (Army) or 海軍 (Navy).

Naval corps are identified by distinctive colors appearing on shoulder boards, collar patches and caps. These are as follows: Technical—brown; Medical, Pharmacist and Hospital Corpsmen—red; Paymaster—white; Aviation—blue; Air Maintenance—green; Construction and Repair—purple; Band—blue. Line personnel wear no distinctive color patches.

### e. Badges of Rank

(1) *Military*.—Specimen badges of rank are reproduced as Figure 11. Their position on the uniform differs according to unit and locality, but usually they are worn on the right or left breast or the left arm, often in combination with identification patches. (See Figure 10 above).

(2) *Civilian*.—Civilians with specialized knowledge are employed by the Army in considerable numbers. Their ranks are based on salary scales, and correspond roughly to privates, non-commissioned officers and commissioned officers as high as the rank of lieutenant-general in the Army. Insignia (See Figure 12) are worn on the left breast above the pocket and on the left arm.

### f. Seals

Instead of initialling or signing documents, all JAPANESE customarily stamp them with their personal or official seal. This is required by law. The style and legibility of such seals differs widely, those written in the more antique forms of seal writing being extremely difficult to decipher. They provide both personal identifications and evidence of ownership and authorship. Specimens of different types of seals are reproduced in Figure 13a.

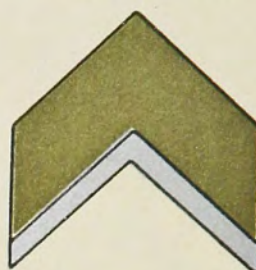


# CIVILIAN EMPLOYEES' INSIGNIA

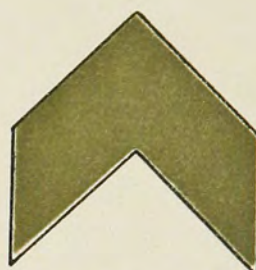
Civilian Employees' Badges of Rank



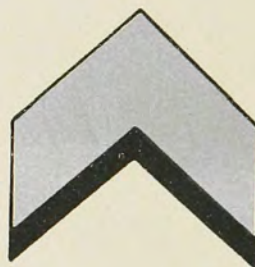
Civilian Employees' Arm Stripes



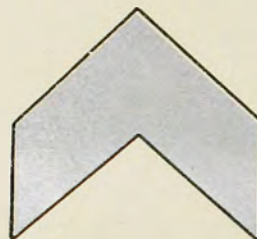
Equivalent of Army Field and General Ranks



Equivalent of Army Field and General Ranks but lower paid than above



Equivalent of Army Non Commissioned Officers and Officers of Company Rank



Equivalent of Army Non Commissioned Officers and Officers of Company Rank but lower paid than above



Equivalent of Army Privates

Figure 12. Civilian employees' insignia

Section V. OFFICIAL DOCUMENTS

19. ORDERS

JAPANESE orders are primarily divided into two types: operation and routine. They are usually mimeographed and distributed some time after oral communication to lower echelons. (See Subparagraph d below on order receivers).

a. Operation Orders ( 作戦命令 )

Operation orders are issued by independent formations or by units of battalion or larger size. They are subdivided into four categories designated 甲, 乙, 丙 and 丁, which can be rendered into English as A, B, C and D respectively. All

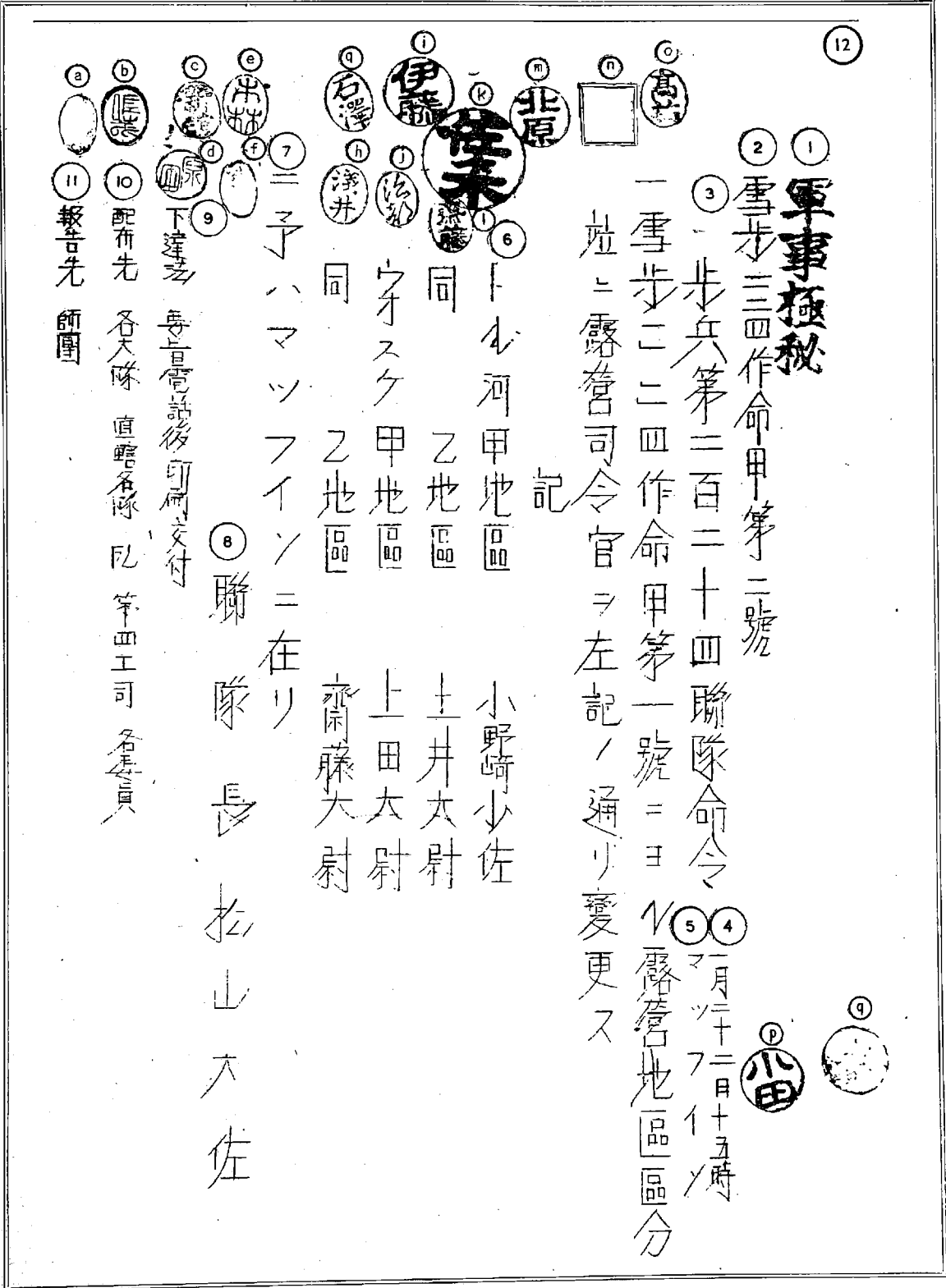


Figure 13a. Typical operation order.

- ① Military Most Secret.
- ② YUKI 224 Infantry Regiment Operation Order A No. 2.
- ③ 224 Infantry Regiment Order.
- ④ 1500 hours, 22 January.
- ⑤ MAFFIN.
- ⑥ 1. The disposition of bivouac areas and appointments of bivouac officers set forth in YUKI 224 Infantry Regiment Operation Order A-No. 1 are revised as follows:  
 TOR River, Sector A—Major ONOZAKI  
 TOR River, Sector B—Captain DOI  
 WOSKE, Sector A—Captain UEDA  
 WOSKE, Sector B—Captain SAITO
- ⑦ 2 I will be at MAFFIN.
- ⑧ Regimental Commander, Colonel MATSUYAMA
- ⑨ Method of Distribution: After giving summary by telephone, to be printed and delivered.
- ⑩ Distribution: To—Each battalion, units under direct control, FL (TN Field Hospital), 4 Engineers Headquarters, each committee member.
- ⑪ Forward report to: Division
- ⑬
 

<ol style="list-style-type: none"> <li>(a) FUKASE</li> <li>(b) SATO</li> <li>(c) NIITATE</li> <li>(d) HARADA</li> <li>(e) KIMURA</li> <li>(f) SUGAWARA</li> <li>(g) ISHIZAWA</li> <li>(h) ASAI</li> <li>(i) ITO</li> </ol>	<ol style="list-style-type: none"> <li>(j) HARUBE</li> <li>(k) SASAKI</li> <li>(l) SAITO</li> <li>(m) KITAHARA</li> <li>(n) TAKAHASHI, Kunehiko</li> <li>(o) TAKA-SUKE</li> <li>(p) ODA</li> <li>(q) NAGAZAWA</li> </ol>
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Figure 13b. Translation of operation order reproduced as Figure 13a.

orders of the same type issued by any unit are numbered serially beginning with one. Figure 13a illustrates the appearance of a typical operation order, of which Figure 13b is a complete translation.

#### b. Routine or Daily Orders (日々命令)

Routine orders are issued by independent formations or by units of battalion or larger size. Theoretically they are divided into five categories designated by 甲, 乙, 丙, 丁 and 戊, which correspond to the letters A, B, C, D and E respectively. In practice unlettered routine orders are often encountered. They refer to such matters as order of march, equipment to be carried, promotion of non-commissioned officers and men, food, clothing, and bivouac instructions. In form they bear a general resemblance to operation orders as described below, save that they are more apt to be unclassified and the sections described in Points (7) to (11) inclusive are lacking.

Routine orders contain much information of value, especially in respect to tables of basic allowances, the issuance of equipment and identification of personnel.

#### c. Characteristics of Orders

The following aspects of makeup are noteworthy (Numbers are keyed to circled ARABIC numbers in Figures 13a and 13b):

(1) The classification is stamped at the beginning of the order, usually in the right-hand margin, in red. In many cases, especially when the order is handwritten, the classification is omitted.

(2) This is followed by an abbreviated title identifying the unit issuing the order; the type of order, i.e., operation or routine; its subcategory, i.e., A, B, C, or D; and its serial number. Unit identification may be by code name, overseas code number or uncoded numerical designation.

(3) An unabbreviated title repeating the information contained in the preceding abbreviated title, though often omitting the subcategory and serial number.

(4) The date of issue of the order. The year may be given, but frequently the form is abbreviated to include only month, day and hour, set forth in that order.

In handwritten orders, the ideographs for month, day and hour are often omitted, and the numerals only written down.

(5) The place of issue of the order appears immediately to the left of the date.

(6) The text of the order is then set forth in numbered paragraphs. Only essentials are given in these paragraphs. Particulars are set forth in attached tables and sheets, labelled "Attached Table" or "Separate Sheet" (附表 or 別紙). Such attached sections often contain operation or situation maps, loading tables, or tables of organization.

(7) The last paragraph of the text customarily gives the location of the officer issuing the order.

(8) The signature gives the position, name and rank of the officer issuing the order.

(9) Method of distribution (下達法).—This section prescribes the method or methods to be used in promulgating the order. It usually reads "Print and deliver" or "After announcing

# ORDERS

essentials by phone (or telegram), print and deliver" or "Assemble order receivers and announce verbally."

(10) Distribution (配布先).—This list often provides valuable information as to the existence and relationships of units in an area. Units are frequently listed by the use of conventional signs and standard abbreviations rather than ideographs.

(11) "Forward report to (報告先).—This is a special distribution list of higher headquarters to which copies of the order are forwarded.

(12) The red border at the top of the page indicates the classified nature of this document, but does not always appear.

(13) The first page of operation orders usually bears quite a few personal and/or official seals and receipt stamps. These are the equivalent of initials on United States documents, signifying that the sealor has seen the order.

Operation orders are valuable sources of information. Their immediate tactical significance is, of course, dependent upon whether they are captured before, during or after the actual operation to which they have reference. The former cases are rare but they do occur. The following incident occurred during the Allied attack on LOS NEGROS Island: At 1600 hours on 1 March 1944 an enemy order was captured. It was immediately translated and was found to contain instructions for an attack on an AMERICAN position to commence at 1630 hours the same day. With this information UNITED STATES troops were enabled to prepare themselves for the attack, and naval gunfire concentrations were placed on assembly areas of enemy troops, thereby weakening the attack. Generally, however, the value of operation orders lies in the information on strengths, dispositions, intentions and identifications which they contain.

## d. Order Receivers

In many cases orders are delivered verbally to designated men known as "order receivers." Their hastily scribbled notes are usually of the highest

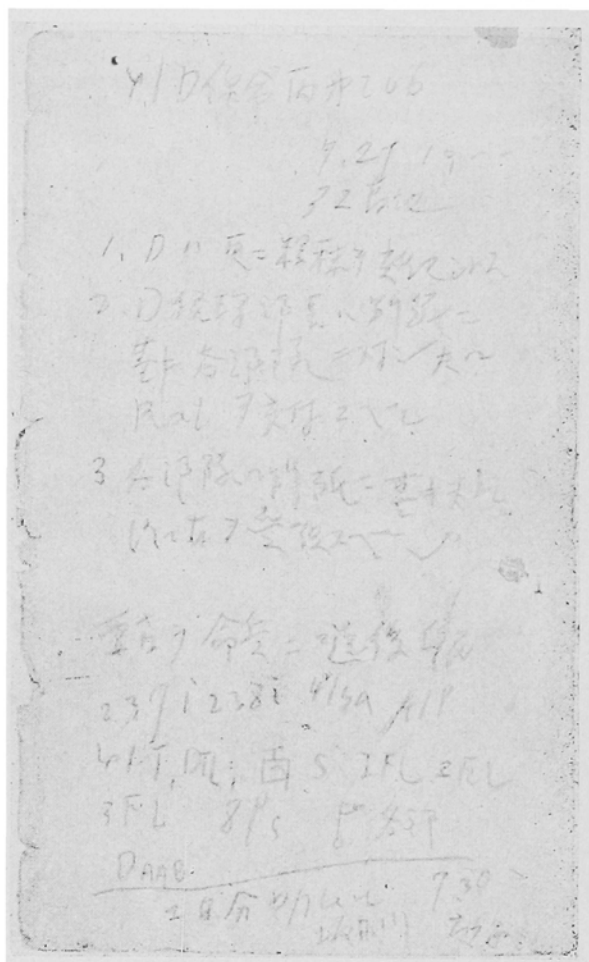




Figure 14a. Order receiver's notes

41 Division Operation Order C No. 206.

27 Jul, 1000 hours  
Hill No. 32.

1. Division will again issue rations.
2. CO Division Intendence Department will issue rations to each force as per separate sheet.
3. Each force will receive its rations as per separate sheet.

Summary of order to be issued verbally; printed copies to be distributed later:

237 i	(TN Infantry.)
238 i	
41 BA	(TN Mountain Artillery.)
41 P	(TN Engineers.)
41 T	(TN Army Service.)
DTL	(TN Division Signal Unit.)
	(TN Ordnance Duty Unit.)
S	(TN Medical Unit or Casualty Clearing Unit.)
1 FL	(TN Field Hospital.)
2 FL	
3 FL	
8 Ps	(TN Independent Engineers.)
	(TN Division Headquarters, all departments.)
DAAB	(TN Identification unknown.)

Portion for two days to be issued at 0730 hours at YAKAMUL. SAKAI River.

Figure 14b. Translation of order receiver's notes reproduced as Figure 14a.



order of combat intelligence value. It is this type of document which is also the most difficult to read since it is usually written in an extremely cursive and abbreviated style on scraps of paper, message blanks or notebooks, and is often little more than a fragmentary paraphrase of the original. An illustration of such notes is reproduced as Figure 14a. Figure 14b is a translation of these notes. (Figure 14a, originally written in pencil, has been carefully retouched to permit reproduction.)

20. SUPPLY AND EQUIPMENT TABLES

a. General

Supply and equipment tables may be set forth in a great variety of ways. No single example

could hope to be representative. However, the make-up of the 20 Division ration table mentioned below is of a type quite frequently encountered. It is reproduced as Figure 15a and translated in Figure 15b.

One of the documents captured at SALAMAU in October 1943 was a 20 Division Operation Order consisting of a mimeographed table setting forth the standard ration issue for the division. It is particularly useful because it gives standard issue under three different sets of circumstances: "I"—Issue when replenishment is adequate, "RO"—Issue when replenishment is difficult, and "HA"—Issue when replenishment is very difficult.

b. Characteristics

This table well illustrates certain characteristics common to JAPANESE tables. The fol-

① 朝鮮軍司令部第一九三號別紙第一

② 一 被入糧定量表

④ 品	⑤ 目	⑥ (イ) 定量	⑦ 標準	⑧ (ロ) 定量	⑨ 標準	⑩ (ハ) 定量	⑪ 標準
食料	米	八七〇五	五二〇	七八〇五	九七〇七三	六六〇五	五二〇
食料	罐詰肉	一五〇	二四〇三	一〇〇	一六〇三	七五〇	一〇〇一
食料	生(魚)類	(六〇)	(一〇〇〇)	(四〇)	(一六六六)	(三〇)	(一五〇〇)
食料	乾(魚)肉	(二一〇)	(一〇〇〇)	(一四〇)	(一四〇〇)	(一〇〇)	(一〇〇〇)
食料	乾(野菜)	六〇	五七九	四〇	五三三	三〇	五三三
食料	生(野菜)	(六〇)	(一七九)	(四〇)	(一五三三)	(三〇)	(一五三三)
食料	漬物	(三〇)	(一〇〇〇)	(二〇)	(一〇〇〇)	(一五)	(一五〇〇)
調味料	味噌	七五〇	一五〇	七五〇	一五〇	七五〇	一五〇
調味料	粉味噌	(三〇)	(一四六)	(三〇)	(一四六)	(三〇)	(一四六)
調味料	醬油	八〇八五	(一〇〇〇)	八〇八五	(一〇〇〇)	八〇八五	(一〇〇〇)
品	粉	(三〇)	(一四六)	(三〇)	(一四六)	(三〇)	(一四六)
品	砂糖	二〇	二一八	二〇	二一八	二〇	二一八
品	食塩	四〇	五九八	四〇	五九八	四〇	五九八
品	茶	四〇	七二	三〇	四八〇	四〇	七二
品	煙草	三〇	一三	三〇	一三	三〇	一三
品	酒	四〇本	六八	四〇本	六八	四〇本	六八
品	甘味品	通一二五	九一〇	通六五	九五九	通六五	九五九
品	酒	月〇四立	五二五	月〇四立	五二五	月〇四立	五二五

⑦

一 (イ) 定量ハ追送順調ナル場合ニ於ケル定量トス  
二 (ロ) 定量ハ追送困難ナル場合ニ於ケル定量トス  
三 (ハ) 定量ハ追送極メ困難ナル場合ニ於ケル定量トス  
四 本定量ハ適用ハ其ノ都度軍司令部ニ依ルモノトス  
五 本定量ハ輸送ニ現地物資状況ヨリ若干変更スルコトアリ  
六 各部隊ハ本定額ニ現地物資ヲ併用シ基本定量ニ依リ給與スルコト  
ニ勉ムルモノトス  
七 精麦ハ追送アリタル時ハ二五五ヲ以テ精米二〇五ニ代アルモノトス

Figure 15a. Ration Table

# SUPPLY AND EQUIPMENT TABLES

① 20 DIVISION OPERATION ORDER C, No. 193

SUPPLEMENTARY SHEET No. I

## Chart of Fixed Amount of Individual Rations

④	⑤	③	⑥	"I" Fixed Quantity	Gross Base Wt Principal Amt	"RO" Fixed Quantity	Gross Base Wt	"HA" Fixed Quantity	Gross Base Wt
Staple Food	Rice, polished			870 grm	10 120 tons	780 grm	9.073 tons	660 grm	7 682 tons
Subsidiary Food-stuffs	Meat, canned	One of these	150 ..	2 403 ..	100 ..	1 603 ..	75 ..	1 201 ..	
	Fish (dried) salted		(60) ..	1 000 ..	(40) ..	(0 666) ..	(30) ..	(0 500) ..	
	Meat (fish) fresh		(210) ..	2 100 ..	(140) ..	(1 400) ..	(100) ..	(1 000) ..	
	Dried Food		60 ..	0 799 ..	40 ..	0 533 ..	30 ..	0 399 ..	
	Vegetables, dried	One of these	(60) ..	(0 799) ..	(40) ..	(0 533) ..	(30) ..	(0 399) ..	
	Vegetables, fresh		(300) ..	(3 000) ..	(200) ..	(2 000) ..	(150) ..	(1 500) ..	
	Pickles		30 ..	0 533 ..	30 ..	0 533 ..	30 ..	0 533 ..	
Flavoring Materials	Miso (bean paste)	One of these	75 ..	1 150 ..	75 ..	1 150 ..	75 ..	1 150 ..	
	Miso, powdered		(30) ..	(0 460) ..	(30) ..	(0 460) ..	(30) ..	(0 460) ..	
	Soy Sauce	One of these	0 08 liter	(1 200) ..	0 085 liter	1 200 ..	0 08 liter	1 200 ..	
	Soy Sauce, powdered		(30) grm	(0 460) ..	(30) grm	(0 460) ..	(30) grm	(0 460) ..	
	Sugar		20 ..	0 218 ..	20 ..	0 218 ..	20 ..	0 218 ..	
	Salt, table		40 ..	0 598 ..	40 ..	0 598 ..	40 ..	0 598 ..	
Vitamin Food			45 ..	0 072 ..	30 ..	0 480 ..	45 ..	0 072 ..	
Tea			3 ..	0 053 ..					
Extra Articles	Cigarettes	per wk 40		0 680 ..	per wk 40	0 680 ..	per wk 40	0 680 ..	
	Sweets	.. 2 .. 120 grm		1 910 ..	.. 2 .. 60 grm	0 959 ..	.. 2 .. 60 grm	0 959 ..	
	SAKE	.. mo 0 4 liter		5 150 ..	.. mo 0 2 liter	2 575 ..	.. mo 0 1 liter	1 287 ..	
⑦ NOTES	<p>1 Fixed quantity "I," will be used when replenishment is adequate Fixed quantity "RO," when replenishment is difficult Fixed quantity "HA," when replenishment is very difficult.</p> <p>2 The application of these fixed quantities will always conform to Army orders.</p> <p>3 These fixed quantities will be determined according to transportation facilities and the condition of local commodities</p> <p>4 The various forces will use local commodities, together with these fixed quantities, according to basic requirements.</p> <p>5 When there is cleaned barley available, substitute 210 grams of barley for 210 grams of polished rice</p>								

Figure 15b. Translation of ration table reproduced as Figure 15a.

lowing points are noteworthy (numbers are keyed to circled ARABIC numerals in Figures 15a and 15b):

(1) Column setting forth issuing authority and number of order concerned.

(2) Column giving title.

(3) Column setting forth main categories. In occidental tables these would normally run across the top of the page, but in JAPANESE tables they run down the right side.

(4) Sections setting forth primary heads to be listed under the main categories. These read from right to left across the top of the page.

(5) Section listing sub-heads to the primary heads mentioned above.

(6) Section setting forth sub-sub-heads.

(7) Notes are usually placed in a separate column at the left extremity of the table.

In translating and reproducing a JAPANESE table, a shifting of make-up is necessary in order to set the data forth in a readily intelligible form. The extent of this change is instanced by Figure 15b, a translation and rearrangement of the 20 Division ration table noted above. Mechanically the process simply consists in rotating the JAPANESE version of the table on its axis through 90° to the left, so that main heads appear at the top of the page and data to be listed under these main heads run down the left margin.

## 21. TABLES OF ORGANIZATION

### a. General

Tables of organization contain basic order of battle information. In combination with earlier and later tables, they give an organic picture of development and change in the unit concerned.

[illegible]

**Figure 16a. Organization Table.**

ORGANIZATION CHART									
② 10 Oct 43									
③ 1 Company									
MISHIMA, Kyosei									
3 Platoon									
PI Leader Prob Offr Ohashi, Sogoro									
1 Sec Ldr									
1 2 3 4 5 6 7 8 (Artisan)									
Sgt									
Sup Pvt									
1st Cl Pvt									
Sup Pvt									
1st Cl Pvt									
SATO, Yoshio									
TAKEDA, Kanichi									
HOSOKAWA, Jinbachi									
OINA, Shojiro									
FUKUTA, Seikichi									
MIURA, Kinsaburo									
HOSHII, Kenji									
TAKAMORI, Magohachi									
SATO, Mitsuo									
9									
2 Sec Ldr									
1 2 3 4 5 6 7 8									
Cpl									
1st Cl Pvt									
ABE, Hitoshi									
ENDO, Ryoichi									
AWAZAWA, Toshizo									
YAGASHI, Tadao									
KUDO, Kanichi									
KOKAZAWA, Zensaku									
KONNO, Zenjiro									
OSAWA, Sataro									
WATANABE, Kishichiro									
9									
3 Sec Ldr									
2 (Artisan)									
3 (Chemical warfare)									
5 (Chemical warfare)									
6 7 8 (Artisan)									
Sup Pvt									
1st Cl Pvt									
KOKURA, Kihachi									
MASUYA, Kutaro									
YAMAYATE, Denzo									
OHAYAMA, Ichuemon									
HOSOGA, Sogo									
TAKAYA, Seizo									
ONTURA, Kihachiro									
KUMAGI, Koichi									
MAKINO, Noboru									
9									
10									
1st Sec Ldr									
1 2 3 4 5 6 7 8 9									
Sgt									
Sup Pvt									
1st Cl Pvt									
Sup Pvt									
1st Cl Pvt									
ABE, Tadao									
SUGAWARA, Seiki									
SHIMONOE, Tokutaro									
KIRAKI, Katsuo									
Iwasaki, Yojiro									
SATO, Motohan									
TAKAHASHI, Yoshimasa									
KATAKURA, Nobuo									
SASAKI, Tatsunoshin									
YAMAMOTO, Kaneyuki									
10									
2 Sec Ldr									
1 2 3 4 5 6 7 8 9									
Ldg Pvt									
Sup Pvt									
1st Cl Pvt									
CHIBA, Katsunosuke									
TACHIBANA, Tosaburo									
NOZAKI, Masao									
NAKAI, Yoshio									
FUJIMOTO, Jutaro									
KAMIYAMA, Harumatsu									
WATANABE, Yoshitane									
TAKAHASHI, Hideo									
CHIBA, Shin									
MATSUDA, Takashi									
10									
3 Sec Ldr									
1 2 3 4 5 6 7 8 9									
Cpl									
Sup Pvt									
1st Cl Pvt									
MURAKAMI, Heiji									
TAKAHASHI, Chujiro									
KUDO, Tatsuo									
YANAGIBAYASHI, Koya									
SHIMOKAWARA, Yoshio									
TAKEDA, Koichi									
HATAKEYAMA, Tomoo									
KARUTA, Takeshi									
SUZUKI, Fukugo									
9									
Total: 210 including Coy CO and hospitalized personnel									
31									
Hospital Patients									
22									
2nd Lt									
Sup Pvt									
HATAKEYAMA, Hiroshi									
OTA, Gonsaburo									
MIURA, Bunichiro									
MORINAMI, Hatsuzo									
ABE, Tadao									
WATANABE, Katsue									
NAKAMURA, Seinosuke									
ANEGBI, Toyoji									
OIKAWA, Hideo									
9									
10									

Figure 16b. Translation of organization table reproduced as Figure 16a.

The day after landing on BIAK Island an organization table giving a complete list of the officers, warrant officers and non-commissioned officers attached to the garrison force, 222 Infantry Regiment, showing the unit to which each was attached, was captured. This constituted the fullest and most reliable information available as to the enemy's strength. It was used as a basis for order of battle work. By checking the names of units and officers mentioned in documents captured later against this list, accurate identification of opposing units was made possible. It was also of very material use as a check upon the accuracy of statements made by various prisoners of war.

### b. Characteristics

A table of organization is reproduced as Figure 16a and translated in Figure 16b. Make-up will differ according to the size of the unit concerned and the purpose of the table, but this provides a fairly typical example of this sort of document. The following points are noteworthy (numbers are keyed to circled ARABIC numerals in Figures 16a and 16b). Order of battle sources identify the MISHIMA Unit as 1 Company, 1 Battalion, 222 Infantry Regiment.

(1) Title usually appears in column farthest to right. If the table is classified, the stamp will ordinarily be in the right top margin.

(2) Date, when given, normally appears at bottom of the title column in this fashion. It is often omitted from tables of organization.

(3) This partial identification of the unit concerned is often found as part of the title proper.

(4) Column giving name and rank of unit commander.

(5) Column identifying subordinate units.

(6) Column listing names of commanders of subordinate units noted in column (5).

(7) Section noting special training received by various members of headquarters squad.

(8) Section indicating rank of members of headquarters squad.

(9) Section giving names of members of headquarters squad.

(10) Column headed "Hospital Patients" followed by section listing ranks and names of personnel in hospital.

(11) Section indicating by number or conventional sign the position of each man in No. 1 Section, and noting any special training received.

(12) Section indicating rank of each member of No. 1 Section.

(13) Section giving name of each member of No. 1 Section.

Data given in Sections (11), (12), and (13) above is repeated for the other eight sections comprising the MISHIMA Unit.

Notes and comments are often inscribed on organization tables, in which case they usually appear in a separate column at the extreme left of the table, headed "Notes."

## 22. UNIT FIELD DIARIES (陣中日誌)

Independent formations and units of company or larger size customarily keep a unit diary. Day by day all events affecting the official existence, personnel and duties of the unit are entered. At the end of the month these daily reports are bound in a separate volume and filed with the unit reports.

It is customary that orders received and issued be both noted in the text of the diary, together with the data relevant to their issue or receipt, and that the text thereof be bound into the volume. Unit organization tables are also often included in this volume.

Unit diaries give a complete and reliable account of a unit's activities over a specific period of time. In cases where the unit concerned has transport duties, the information contained is apt to be of particular value. Thus a captured field diary of the MANILA Branch of 4 Shipping Transport Headquarters yielded a complete account of shipping entering and leaving MANILA Harbor during the month of December 1943. In addition to this an operation order bound with the diary gave a lengthy list of army units together with their equivalent home code numbers and headquarters. This resulted from the fact that one function of 4 Shipping Transport Headquarters was to transport the ashes of troops killed in action to their depot forces for deposit and deification.

The form of field diaries is standardized in the manner illustrated by Figure 17a. A translation of this is given in Figure 17b.

Operation or routine orders referred to in the text of the diary are apt to be found either in separate appendices or inter-leaved with the diary sections proper.

## 23. INTELLIGENCE REPORTS (情報 or 諜報)

JAPANESE intelligence reports are mines of miscellaneous information, although in some respects they must be utilized with care. Their estimates of damage inflicted on our forces, in particular, are apt to be fantastically exaggerated. But for information on JAPANESE knowledge of Allied activities; on the capture, interrogation and treatment of Allied prisoners of war; on JAPANESE reconnaissance and conclusions in respect to the geographical, transportation, medical and other features of certain areas; on JAPANESE counter-espionage organization and measures; and upon the entire field of JAPANESE-native relations, intelligence reports are an important source.

The make-up of intelligence reports is standardized according to the policy and interests of the issuing unit. It may be expected that the make-up will be relatively formal, probably mimeographed, and possibly one of a numbered series of regularly published reports. They will usually be divided into chapters or sections, and the contents of these will be generally indicated by a series of heads and sub-heads.

## 24. PAY BOOKS (俸給支拂證票)

### a. Cover

Every JAPANESE soldier is issued a pay-book which he must carry among his personal effects. This is a small eleven-page book, 4½ x 3½ inches in size, usually bound in green, tan, or white cloth-backed paper. The ideographs 俸給支拂證票, meaning literally "vouchers for the Disbursement of Pay," are stamped on the cover.



陣中日誌用紙

陸軍

月	日	象	置	業務	事項	その他
十二月	一日	晴	温度 十二時 氷二九・〇度	マ・ニラ市	業務所へ前任務續行中人員現員表提出及諸書類提出其他業務所へ業務ヲ續行	<p>二計畫書二船地区作命二第五五号ニ依ル由地回還送物資輸送計畫及</p> <p>二船地区作命二第九七号ニ依ル由品回還送舟艇輸送計畫</p> <p>三揚陸掛ハ九ノ里ヲ作業ヲ實施ス</p> <p>ハ三三九台揚陸隊ヲテ作命二第六三三号ニ依ル物件揚陸及作命二第六八四号ニ依ル物件揚陸</p> <p>又三三九部隊ヲテ作命二第六八三三号ニ依ル患者搭載</p> <p>又九八三九材務ヲテ作命二第六五五号ニ依ル物件揚陸</p> <p>又九八九九自隊及材務ヲテ第六五五号ニ依ル遺骨人員物件揚陸</p> <p>又十勝九ノ張九作命二第五五号ニ依ル物件揚陸及海上輸送</p>

Figure 17a. Page from unit diary showing standardized form of entries.



HIRAO	
Date	1 December.
Weather	Clear; Temperature at 1200 hrs:   Indoors 28.0°. Outdoors 29.0°.
Location	MANILA City.
Official Activities etc.	<p>I General affairs section performed its duties as before, e.g., submission of nominal rolls and various documents and administration of general affairs.</p> <p>II Planning section worked on transport plan for material to be sent to JAPAN in compliance with 2 Shipping Section Operation Order B - 355 and the transport plan of ships to be sent back to UJINA in compliance with 2 Shipping Sector Operation Order A - 907.</p> <p>III Loading and unloading section carried out the following duties:—</p> <ol style="list-style-type: none"> <li>1. FORMOSA Transport unloaded articles prescribed in Operation Order A - 637 from 332 MARU, and loaded articles as directed by Operation Order B - 684.</li> <li>2. FUYU Force loaded patients aboard 238 MARU in accordance with Operation Order B - 683.</li> <li>3. Materiel Squad unloaded materiel from 983 MARU in accordance with Operation Order B - 650.</li> <li>4. The Unit and the materiel squad unloaded ashes, personnel and goods from 959 MARU in accordance with No. 650.</li> <li>5. TOKATSU MARU and YUBARI MARU carried out transport duties within the bay, in accordance with Operation Order B - 538.</li> </ol>

Figure 17b. Translation of page from unit diary reproduced as Figure 17a.

The image shows the title page of a Japanese army pay book. It features a large rectangular frame containing Japanese text. On the right side, there is a vertical column of text: '第 13 號' (No. 13), '昭和 22 年 3 月 22 日發行' (Issued March 22, 1942), and a small seal. In the center, the title '俸給支拂證票' (Pay Disbursement Certificate) is written vertically. On the left side, there is another vertical column of text: '陸軍 第 1 師 第 1 旅 第 1 團 第 1 營 第 1 連 第 1 班 第 1 組' (1st Division, 1st Brigade, 1st Regiment, 1st Battalion, 1st Company, 1st Platoon, 1st Squad) and a seal. At the bottom left, there is a small rectangular stamp.

- ① No. 13.
  - ② Issued 22 March, 1942.  
Seal: MIYAZAWA.
  - ③ Vouchers for the Disbursement of Pay.
  - ④ NARA Force, KASAI Force, TANABE Unit.
  - ⑤ Identification Disc Number.
  - ⑥ Rank and Name:  
Second Class Private ITABA, Yoshimichi.
- Note: Numbers appearing in figure are keyed to numbered translation thus: ① = ①.

Figure 18. Title page of army pay book.

### b. Title Page

The title page (see Figure 18) sets forth the following information (numbers are keyed to circled ARABIC numerals in Figure 18):

(1) Number of book. This space is often left blank.

(2) Date upon which book was issued and seal of issuing official.

(3) Title.

(4) Unit to which owner of paybook belongs. Unit designation is usually by commander's names. It sometimes happens, though, that the overseas code number of a unit plus the commander's name of the owner's immediate unit will be rubber stamped or written over this column.

(5) Identification disc number. This column is now not generally used.

(6) Rank and name of owner. In this column owner enters his rank and full name.

### c. Body

There follows a page of brief instructions, after which the next three pages are devoted to blank forms whereon the owner may break down his pay into its component parts (See Figure 19a. Information given here is translated in Figure 19b). Numerals in the original may be written in either JAPANESE or ARABIC style. Amount of pay is entered in YEN and SEN computed to three decimal places.

Any entries in the sections headed "Pay Increase for Military Police Service" and "Pay Increase for Interpreter Service" should be particularly noted, as giving the identity of members of the JAPANESE military police and interpreter services. Information of promotion can also be gained from these pages. The owner of the book used in the illustration, though a second-class private at the time the book was issued (See Figure 18 above), became a second lieutenant on

Figure 19a. Page from army pay book showing amount of pay and allowances.

FORM SHOWING AMOUNT OF PAY AND ALLOWANCES

Classification	Month—March		Month—September		Month—December	
	Rank	Amount	Rank	Amount	Rank	Amount
Base pay		YEN 5 900		YEN 6 000	2nd Lt	YEN 70 800
Pay increases awarded for performance of brevet or acting duties						
Pay increases for residence out of barracks						
Longevity pay						
Continuous service pay						
Pay increases for military police service						
Pay increases for interpreter service						
Pay increases for technical service						
Total						
Pay increases in addition to those mentioned above		3 800		5 500		105
Payments into pension fund						
Allotments						
Total amount received		8 800		11 500		175 800
Remarks	Entered the service 24 February		Appointed Officer 1 December			

Figure 19b. Translation of page from army pay book reproduced as Figure 19a. To facilitate comparison, the order of original page has been reproduced without alteration

1 December 1942. This is noted under the heading "Rank" and also in the "Remarks" Section, in Figure 19b.

In the specialized case of paybooks taken from prisoners of war, information elicited from these pages may be of great value in interrogation. Many deductions as to the military background of a prisoner can be drawn from this data.

The remaining six pages of the book are identical and devoted to the recording of the disbursement of pay and allowances to the owner. A typical page is reproduced as Figure 20a and a translation of this is given in Figure 20b.

Figure 20a. Page from army pay book showing disbursement of pay and allowances.

Year—1942 Month—August	Year—1942 Month—July	Year—1942 Month—April, May, June	Year—1942 Month—March	Month for which paid
Year—1942 Month—August Day—22	Year—1942 Month—July Day—22	Year—1942 Month—April Day—22	Year—1942 Month—March Day—22	Date of Payment
1 4	8	2 6	8 YEN	Amount Paid
5 0 0	8 0 0	4 9 0	8 0 0	
NARA Force Paymaster, Pay Branch	SHIHMEN Army Hospital	TANABE Unit	TANABE Unit	
Capt OYAMADA	Pay Branch 2nd Lt FUKAGAWA	Army Sgt Maj MIYAZAWA, Tomosuke	Army Sgt Maj MIYAZAWA, Tomosuke	Unit Number Paymaster making the Payment Rank and Name of Paymaster
OYAMADA	FUKAGAWA	MIYAZAWA	MIYAZAWA	Paymaster's Seal

Figure 20b. Translation of page from army pay book reproduced as Figure 20a. To facilitate comparison the order of the original page has been reproduced without alteration

Numbers entered in the Sections headed "Month for Which Paid" and "Date of Payment" may be written in either JAPANESE or ARABIC style. In the former section several figures will often be entered above the ideograph for month (月). In such cases the owner of the book has not been paid for several months and is then collecting his pay for all months here noted. Amount of pay is entered in YEN and SEN computed to three decimal places. Amount entered is total amount disbursed, including all pay and allowances. Opposite the heading "Unit Number," the paying unit is usually identified either by the commander's name, or by its code number and the name of the commander of the subordinate unit involved.

25. MILITARY POSTAL SAVINGS BOOKS (軍事郵便貯金通帳)

a. Postal Savings System

In JAPAN the postal savings system is the usual depository of personal savings. The system has been extended to enable members of the armed forces to utilize its facilities. Special deposit and withdrawal books are issued to personnel making use of it and these are often captured in considerable numbers. The form of these books is standardized, although the size and cover design may vary somewhat.

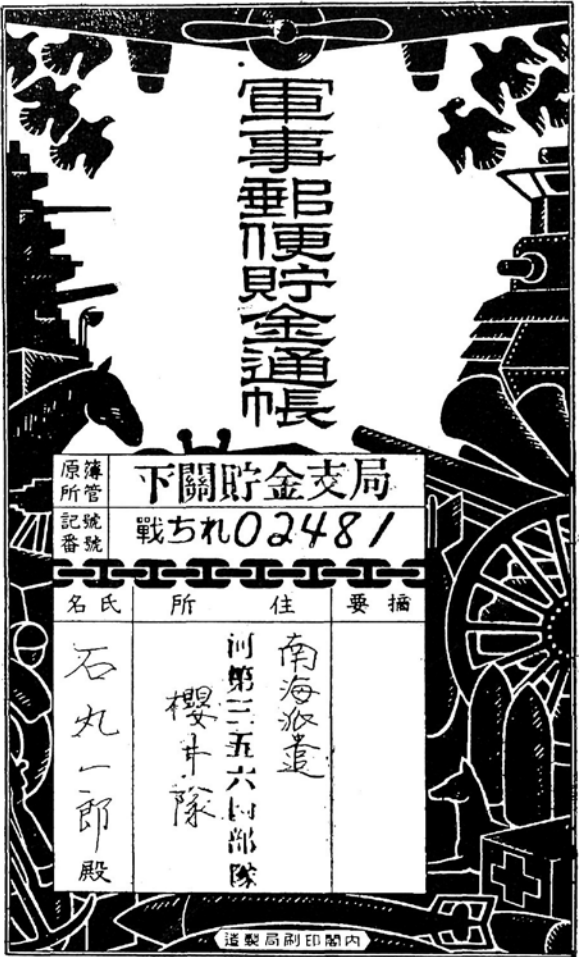


Figure 21a. Cover of military postal savings book.

b. Cover

The cover of a typical book is reproduced as Figure 21a and a translated version of this as Figure 21b. The syllables CHI and RE in the section headed "Account Number" are account number prefixes. The form of information given under the heading "address" varies widely. Designations by overseas code number, home code number or commander's name are all encountered.

c. Body

The body of the postal savings book is taken up with forms such as that reproduced as Figure 22a. A translation of this given as Figure 22b. Note that the circles provided for the date stamps are numbered to correspond with the numbered columns for the entry of deposits and withdrawals. Dates are stamped in the abbreviated numerical form. The seals entered opposite to the heading "Seal of Competent Authority" are official seals giving the number of the field post office at which the entry or withdrawal was made.

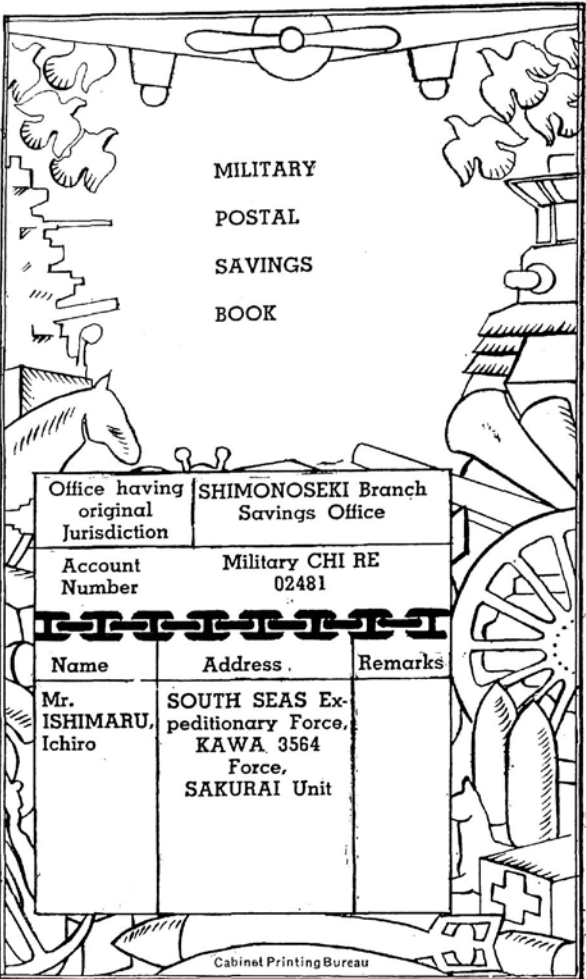


Figure 21b. Translation of cover of military postal savings book reproduced as Figure 21a.

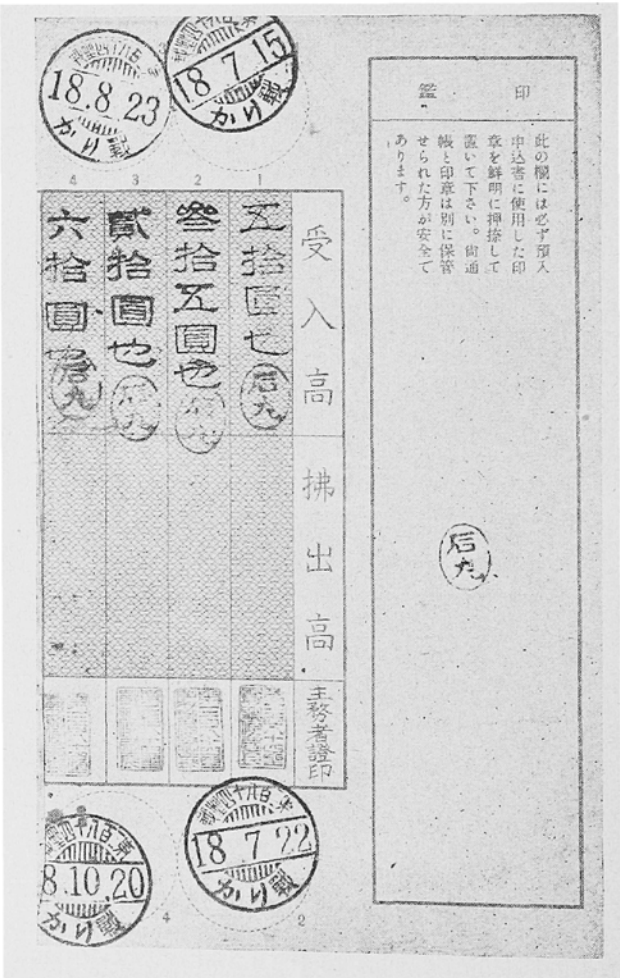


Figure 22a. Page from military postal savings book.

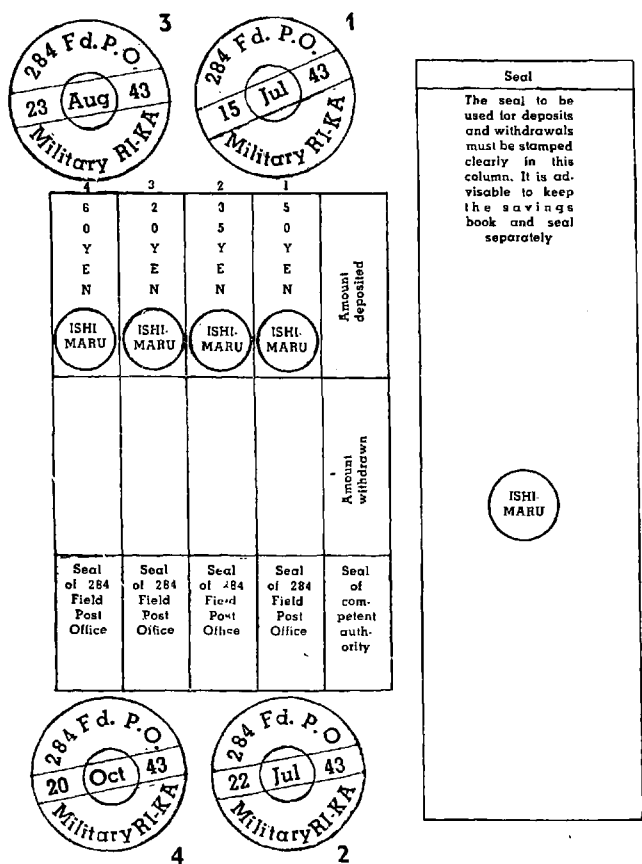


Figure 22b. Translation of page from military postal savings book reproduced as Figure 22a. To facilitate comparison the order of the original page has been reproduced without alteration.

d. Interpretation

By combining the information set forth on the cover and within a postal savings book, the presence of its owner, and presumably of his unit, in the area served by "X" Field Post Office on "X" date can be established. In the present case ISHIMARU, Ichiro of the SAKAI Unit, KAWA 3564 Force was stationed in the area served by 284 Field Post Office from 15 July 1943 to 20 October 1943. By the application of general order of battle sources, this information can be further clarified as follows: ISHIMARU, Ichiro of the SAKAI Unit (unidentified), 237 Infantry Regiment of 41 Division was stationed in the area served by the WEWAK Field Post Office from 15 July 1943 to 20 October 1943.

26. MEDICAL RECORDS

a. General

JAPANESE medical units and hospitals maintain elaborate records. When captured, these yield a variety of information. The finer deductions possible from medical documents are often apparent only to the trained professional. For this reason, a medical officer is on duty at ATIS.

b. Order of Battle Information

Order of battle material of great importance is sometimes derived from tables classifying patients according to their unit of origin. If the location of the hospital or medical unit publishing such data is known, it is further possible to establish the general position of units named. The order of battle value of a medical table such as that reproduced as Figure 23a and translated as Figure 23b is immediately obvious. This chart was taken from a medical training booklet

issued by the Chief Medical Officer of 35 Division. It not only identifies by name the component units of 35 Division, but gives a complete breakdown by units of patients and casualties during 1942, setting forth both their total number and percentage of average daily strength. Such information is an important factor in the calculation of effective strengths. A chart of this type is also valuable for ascertaining the average loss of personnel experienced by enemy units in an area for a definite period of time.

c. Incidence of Diseases

Medical reports often mention the prevalence of certain diseases in areas of future operations. Advance knowledge of this sort enables medical departments to take prophylactic measures and thus reduce the eventual Allied casualty rate.

d. Case Histories

Captured case histories usually give details as to the symptoms and treatment of patients. Occasionally new drugs or methods of treatment unknown to the medical department are described in such records. For example, a document captured in January 1944 reported good results from intravenous injections of atebirin in the treatment of nine cases of cerebral malaria. This technique, while not new, was not used by UNITED STATES medical departments because of doubts as to its efficacy.

e. Death Certificates

Letters and certificates attesting the death of officers or specialists may be considered a special case under medical records. When such documents are intended as official reports, they often describe the circumstances under which the deceased met his death. The incidental information may be of the utmost importance, witness an official report certifying the death of Probationary Officer AKAGI. The letter states that he died as a result of the sinking of the HAKU-TETSU MARU, at latitude 2° 48' 7" South and longitude 141° 46' 8" East, by an enemy submarine on 8 September 1943. No more reliable confirmation of this sinking could be asked.

27. OFFICIAL MESSAGES

Unit to unit and officer to officer messages, usually handwritten on message forms, are frequently captured. These may possess information of immediate tactical importance of the sort instanced by the following message sent by the commanding officer of an infantry battalion at NOEMFOOR Island:

"Contrary to your plan, this Battalion will advance toward INASI and endeavour to obtain food. It is my desire to die in the face of the enemy, rather than hopelessly await death by starvation. In the event my intentions succeed, I will follow your plan.

"Due to my poor leadership, this battalion has gone to pieces. Two sections from 1 Company and MORIMOTO Unit do not exceed 30 men.  
MORI."

28. REGULATIONS AND MANUALS

The value of captured regulations or manuals depends entirely upon context and date. Their long-term uses are, however, numerous, especially in the case of technical manuals. Specialists in the field concerned are consulted to prevent



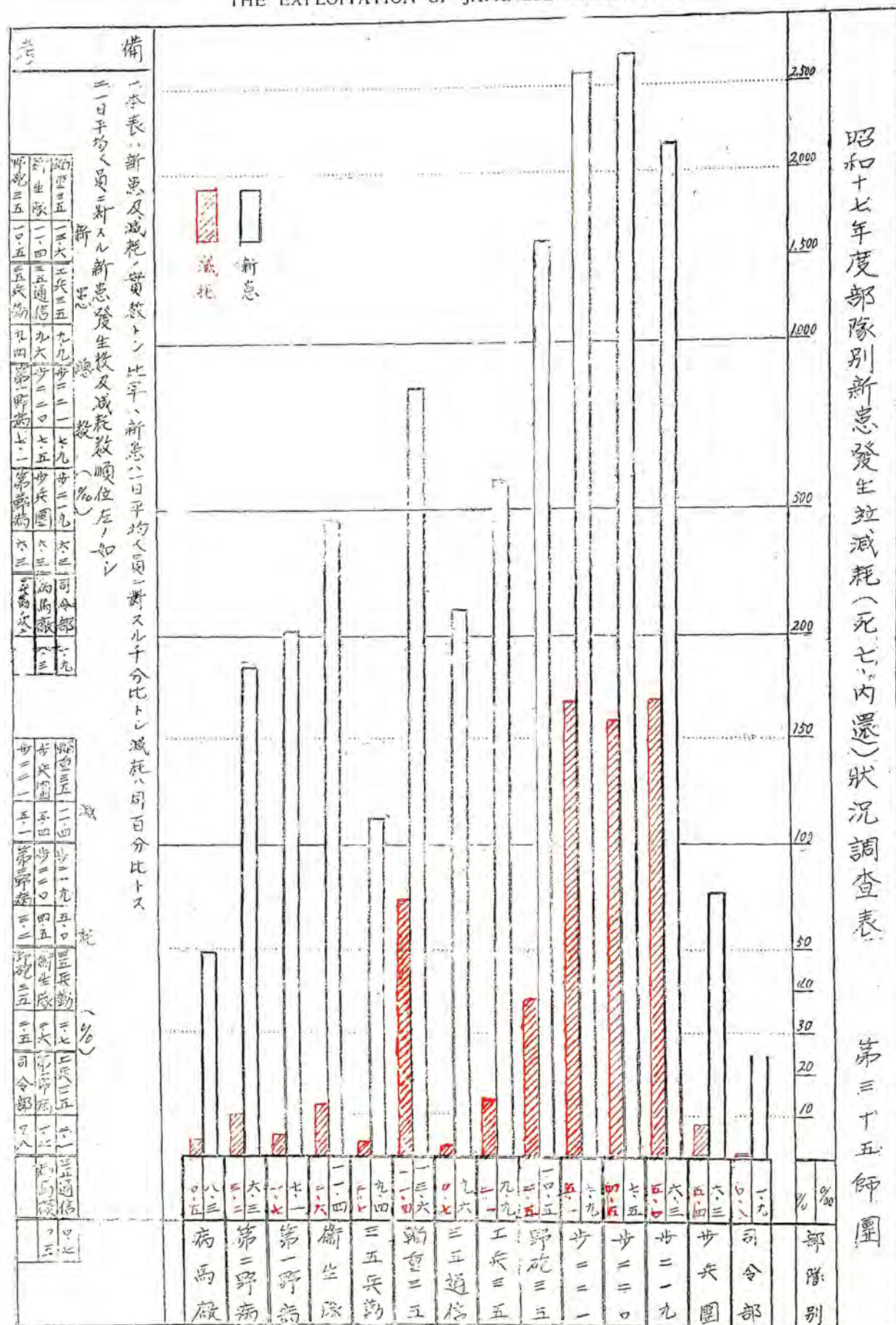


Figure 23a. 35 Division medical chart showing number of new patients and reduction in strength during 1942.

unnecessary translation and analysis, and also to ensure that attention is centered on points of interest which may not be readily apparent.

## 29. PHOTO RECONNAISSANCE

Captured specimens of JAPANESE photo reconnaissance and mosaic work are useful to

our intelligence units. The area concerned can usually be identified from notations on the original photograph indicating the place, date and time of taking, and often the names and unit of the pilot and photographer. These provide evidence of the effectiveness of our camouflage and security measures, and an indication of the degree



MISCELLANEOUS FILES

of accuracy and development of JAPANESE aerial photographic and photo interpreting techniques.

30. MISCELLANEOUS FILES

A JAPANESE unit is apt to bind together a large number of loose miscellaneous documents and label the resultant volume "Miscellaneous File." Such a file can contain a large variety and number of valuable documents. One, for example, contained the following documents:

- (1) Survey of OSAKA Harbour.
- (2) Instructions for loading an unspecified independent heavy artillery unit aboard the HAMBURG MARU.

- (3) Report, dated 1 August 1940, on the voyage of twenty-four powered sailing vessels from UJINA to SHANGHAI.
- (4) Report, dated 10 April 1942, entitled "Suggestions concerning Personnel Selected for Special Training."
- (5) Table showing positions aboard ship for which various categories of civilians in military employ are eligible.
- (6) Lecture notes on codes, dated 25 August 1941.
- (7) Instructions for the handling of documents concerning codes.
- (8) Extracts explanatory of the regulations for the handling of military secret documents.
- (9) Tables and text giving direction for and examples of the use of KANA in telegraphy.

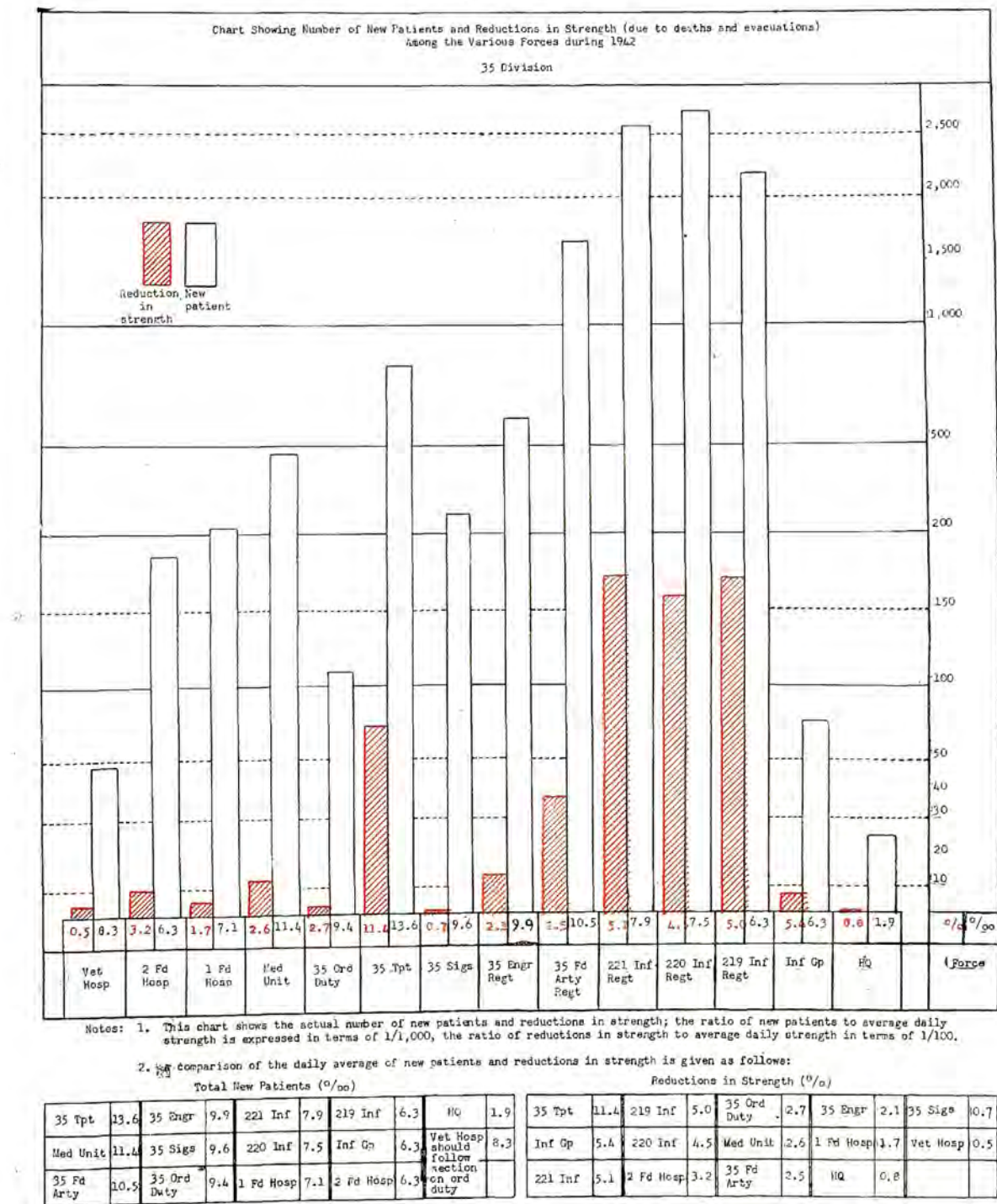


Figure 23b. Translation of medical chart reproduced as Figure 23a.



## Section VI. OFFICIAL DOCUMENTS (Continued)

### CAPTURED MAPS

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#### 31. GENERAL

A large proportion of information in respect to the identification, disposition, equipment and intentions of enemy units; the nature of enemy occupied terrain; and courses followed by enemy shipping and airplanes is derived from captured maps. Much of this information has immediate tactical importance. The principal types of JAPANESE maps are discussed below.

#### 32. MAPS OF JAPAN

The basic map of JAPAN, scale 1:50,000, was produced by the Imperial Land Survey Department between 1890-1925. It includes the entire area between SHIMUSHIRU in the KURILES and SAKISHIMA in the RYŪKYŪ Islands. During the latter part of the above-mentioned period the same type and scale of map was issued for KOREA, FORMOSA and MANCHURIA. Particular areas have been mapped in scales of 1:10,000, 1:20,000, 1:200,000, 1:250,000, 1:300,000 and 1:500,000. Some 1:5,000 maps have also been issued, but examples have not yet been captured in the South West Pacific Area. The published sets are complete except for vital defense areas which, by government order, were left blank. The original series has undergone several partial revisions.

The 1:50,000 series of JAPAN has been acquired and partially translated by the United States War Department and issued in a series consisting of approximately 1200 sheets.

The JAPANESE 1:50,000 series varies from grey to black in colour and measures 15½ inches by 19 inches from border to border. A typical sheet, covering the city of TAKAZAKI in GUMMA Prefecture, is reproduced as Figure 24. A description of its main features follows.

Title, written in ideographs, appears in top center border. Scale is given in ideographs in bottom center border. Directly beneath it is a graphic scale metered in 1000 meter and 10 RI sections, the RI being 3.927 kilometers or about 2.5 United States miles. The meter scale is recognizable by its marking in thousands, and by the ideograph 米 written to its left. The meter scale is usually on top, the RI scale below, marked by the ideograph 里. In the upper left corner appears a box divided into nine squares marked with the key to adjoining sheets. Data in respect to date of original sheet and subsequent revisions, date of printing and date of distribution of this sheet, and the publishing authority run down the inner left border. The outer left border is taken up with a key to all conventional signs used on the sheet. All place and terrain names are written in JAPANESE, mostly in ideographs with a few places in KANA. Contour lines are at 20 meter intervals, with every 100 meter rise marked in

heavier lines. Liberal use of conventional signs permits the inclusion of a great amount of detailed information.

#### 33. HYDROGRAPHIC CHARTS

JAPANESE hydrographic charts are published by the Imperial JAPANESE Navy and are either based upon surveys made by the naval hydrographic office or taken from UNITED STATES, BRITISH, NETHERLANDS, CHINESE, GERMAN or other sources. They are unclassified and the scale varies as is customary with hydrographic chart series. All are very similar to Allied hydrographic charts and can be read and understood by most mariners with a minimum of trouble. Titles and legends appear in both JAPANESE and ENGLISH. Lithography is very similar to that on UNITED STATES Hydrographic Office Charts.

The charts are printed on two weights of paper, heavy white and light white. Their size is uniform, all sheets measuring either 19 x 26 inches or 26 x 39¼ inches. The sheet numbering is also systematic with the map number usually appearing in either the upper left or lower right corner or both. A catalogue of the series, lacking two out of ninety pages, has recently been captured.

A typical example of such a chart covering the port of NAHA in the RYŪKYŪ Islands is reproduced as Figure 25.

Proper names within the JAPANESE Empire or CHINA appear in ideographs, in other areas in KATAKANA accompanied by the Romanized version according to the HEPBURN System. Important place names in the JAPANESE Empire and CHINA are accompanied by a Romanized equivalent of the ideographs. Occidental names are usually in English with no JAPANESE attached. Soundings and above water elevations are given in meters. In some cases shoals, reefs and shallow areas have been tinted in yellow or orange dots with legends in black printed ideographs. Dates of corrections and source are given in the legend box along the bottom border. Sometimes graphic scales in kilometers or meters are inset in the border along both sides, while a scale in nautical miles may appear at the bottom of legend box. Latitude and longitude scales appear along all four borders. A conversion table for meters and fathoms is also given.

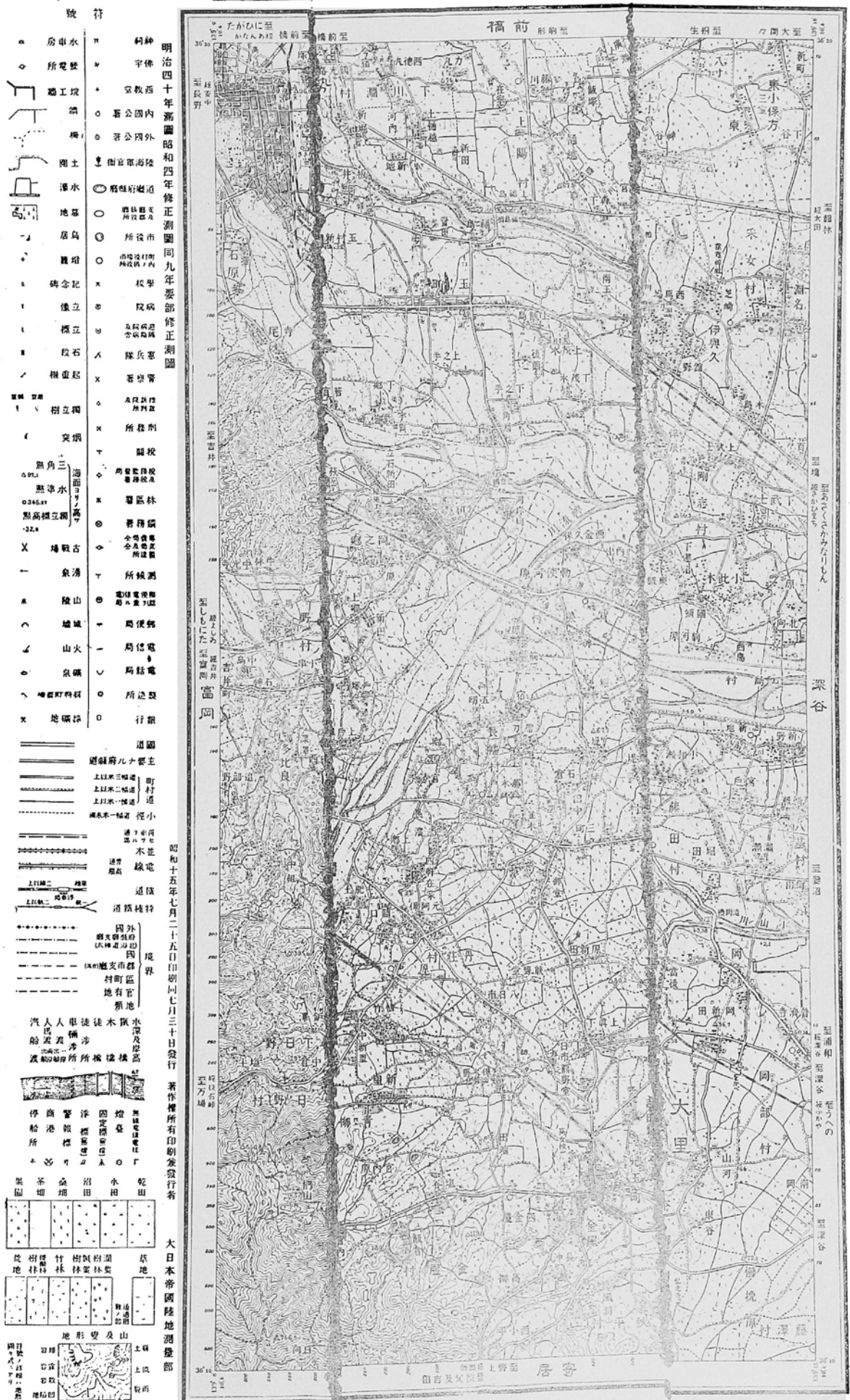
#### 34. AIR NAVIGATION CHARTS

##### a. Series

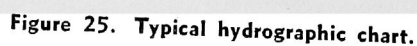
A number of separate series of air navigation charts have been captured. Individual specimens of these charts reveal numerous variations in coloring, scale, the use of conventional signs, and the use of language. Overlapping of sheets is

## 崎 高

多	市	崎	高	}	國	野	上	縣	馬	群
支	郎	馬	群		國	成	武	縣	王	均
五	郎	里	大							



37



prevalent to an extent which makes an accurate description of a series difficult. Principal series are:

(1) *Air Navigation Charts*.—Scale 1:2,000,000, issued by Staff Headquarters, Land Survey Department, covering Eastern RUSSIA, CHINA, JAPAN and FRENCH INDO-CHINA.

(2) *Southern Series*.—Scale 1:2,000,000, issued by Staff Headquarters, Land Survey Department, covering MALAYA, the NETHERLANDS EAST INDIES and the PHILIPPINES.

(3) *PACIFIC Ocean Atlas (Southern Area) (Northern Area)*.—Scale 1:2,000,000, issued by the Land Survey Department, covering the entire PACIFIC Area from the ARCTIC to CENTRAL AUSTRALIA.

(4) *Naval Air Navigation Charts*.—Scale 1:500,000, issued by the Hydrographic Office, covering the entire JAPANESE Empire.

(5) *Hydrographic Office Series*.—Scale varies from 1:200,000 to 1:300,000, issued by the Hydrographic Office, covering the area bounded by JAPAN, AUSTRALIA and INDIA.

Air navigation charts belonging to other series have been captured, but because of paucity of information will not be treated here.

## b. General

In general, the following remarks are applicable. All series are in full color save for a few sheets of Series 4 and 5, which are in black and white. The layer tint method is used to indicate changes in elevation. In Series 1, 2 and 3, ocean areas are printed in blue; in Series 4 and 5 in white. Land areas are outlined in either blue or black with rivers and lakes marked in blue. The names of place and terrain features are in black. Degrees of latitude and longitude are indicated by fine black lines spaced at two degree intervals on the 1:2,000,000 and 1:500,000 series and at every degree on larger scale charts. Magnetic variation is indicated by purple lines.

In all series graphic scales are inset, usually at two degree intervals. In Series 4 and 5 compass roses corrected to the true north reading of the year of publication, together with an English notation of the annual variation, are superimposed on the chart. Date of publication, issuing authority, sources of information and other such data are given in the border. Title and legend are enclosed in an inserted panel. A representative fraction scale is shown above the legend panel. In Series 1, 2 and 3 scale, date of publication, and issuing authority, are noted in the borders; an inserted box key indicates the adjoining charts; while in Series 4 and 5 the numbers of adjoining charts are shown in each margin.

All series are uniform in size, measuring 28 x 39½ inches from border to border. In charts covering PACIFIC Ocean Areas, small islands are shown enlarged in inserts.

Most charts in Series 1, 2, 3 and 4 are unclassified, but in some cases security classifications have been stamped in red, usually in the upper right corner. In the charts of Series 5 "Hydrographic Office Secret No. X" is printed in black in the upper left and lower right corners, while a 5/16-inch orange stripe is printed along the upper and lower borders and "Secret" stamped in orange ideographs in the upper right corner.

## c. Air Courses and Shipping Routes

In Series 1, 2 and 3 some shipping routes are designated by black dashes. Airfields are prominently

marked by large orange dots. In Series 4 and 5 anchorages and navigation beacons are shown by orange dots. Most of the charts captured so far show air courses marked in black or coloured pencil, together with bearing, flying time and distance given either in kilometers or nautical miles.

## d. Place Names

For place names within the JAPANESE Empire and CHINA, all five series use ideographs. The names of foreign countries and chief cities are written in this style, or in KANA. In CHINA, KOREA, MANCHURIA and FORMOSA ideographs used for place names must be read according to the native pronunciation, not the JAPANESE. In some cases this discrepancy in reading will be compensated for by the insertion of KATAKANA above the ideographs. Non-JAPANESE or CHINESE place names are usually given in KATAKANA version which follows as closely as possible the native pronunciation of the name. This practice is apt to occasion some trouble where DUTCH, MALAY, SPANISH, GERMAN or native place names differ in pronunciation and spelling from the normal ENGLISH version. A few sheets in Series 5 do not follow this custom, but use regular ENGLISH versions of non-JAPANESE place names.

## e. Numbering

Numbering when used to indicate latitude or longitude or on the compass rose, is in ARABIC style. Series or legend numbers may, however, be in ideographs. All notes and legends are in JAPANESE.

A typical air navigation chart of the Southern Series covering the Northern PHILIPPINE Islands Area is reproduced as Figure 26.

# 35. STRATEGIC MAPS

## a. Sources

Strategic maps used by the JAPANESE in NEW GUINEA were derived from a number of sources, differing according to the area concerned. In the MADANG, RAMU and BOGIA Regions the maps compiled in 1936 by JOHN F. MAGER for the Board of Foreign Missions of the American Lutheran Church were the most common. For the North Western Areas the maps of the Lutheran Mission Atlas, compiled by STEPHEN LEHNER between 1910 and 1923, and for the SEPIK Region those compiled between 1890 and 1906 by the German scientists and explorers SCHULTZ and BIERMAN were used. German maps and charts were used almost exclusively in the FINSCHHAFEN and NEW BRITAIN Areas. To a lesser extent the 1:1,000,000 AUSTRALIAN Aeronautical Series Maps, district and patrol maps, oil company maps and various hydrographic charts, which were readily available to the JAPANESE, have also been encountered. Captured Allied strategic maps, especially of the AUSTRALIAN 4 mile strategical series, have also been widely reproduced by the JAPANESE.

## b. New Guinea, New Britain

JAPANESE strategic maps covering the whole of NEW GUINEA and NEW BRITAIN have been captured in large numbers. They are drawn to a uniform scale of 1:250,000. A sheet covering the RAMU Area is reproduced as Figure 27.

This map was issued in February 1943 by 8 Area Army Photographic and Printing Squad.



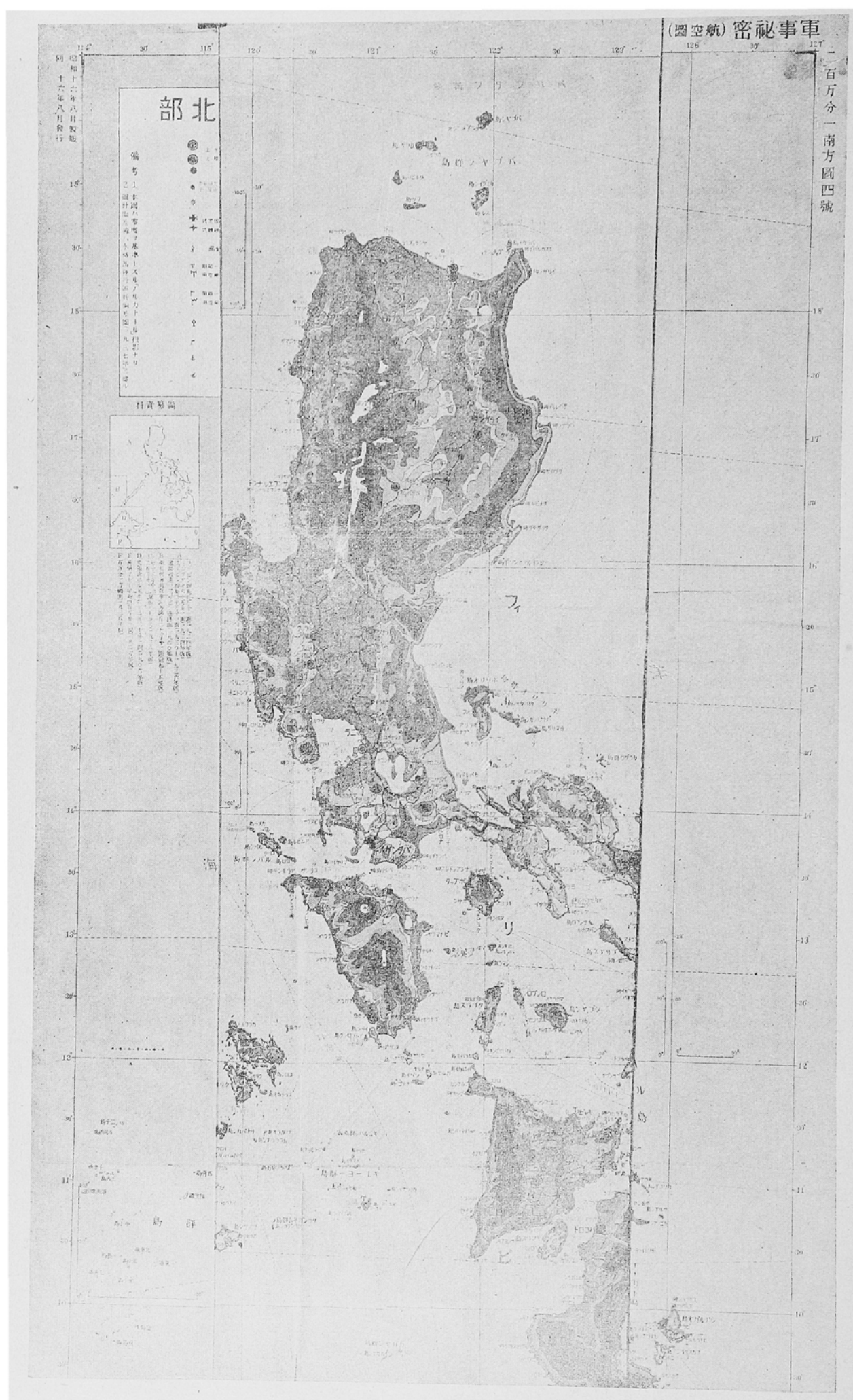


Figure 26. Air navigation chart of Northern PHILIPPINE Islands Area

# STRATEGIC MAPS

BUI	KARAN
12.7	12.1
KAMU	SADANU
12.5	12.2
	MARUHAM
	12.3

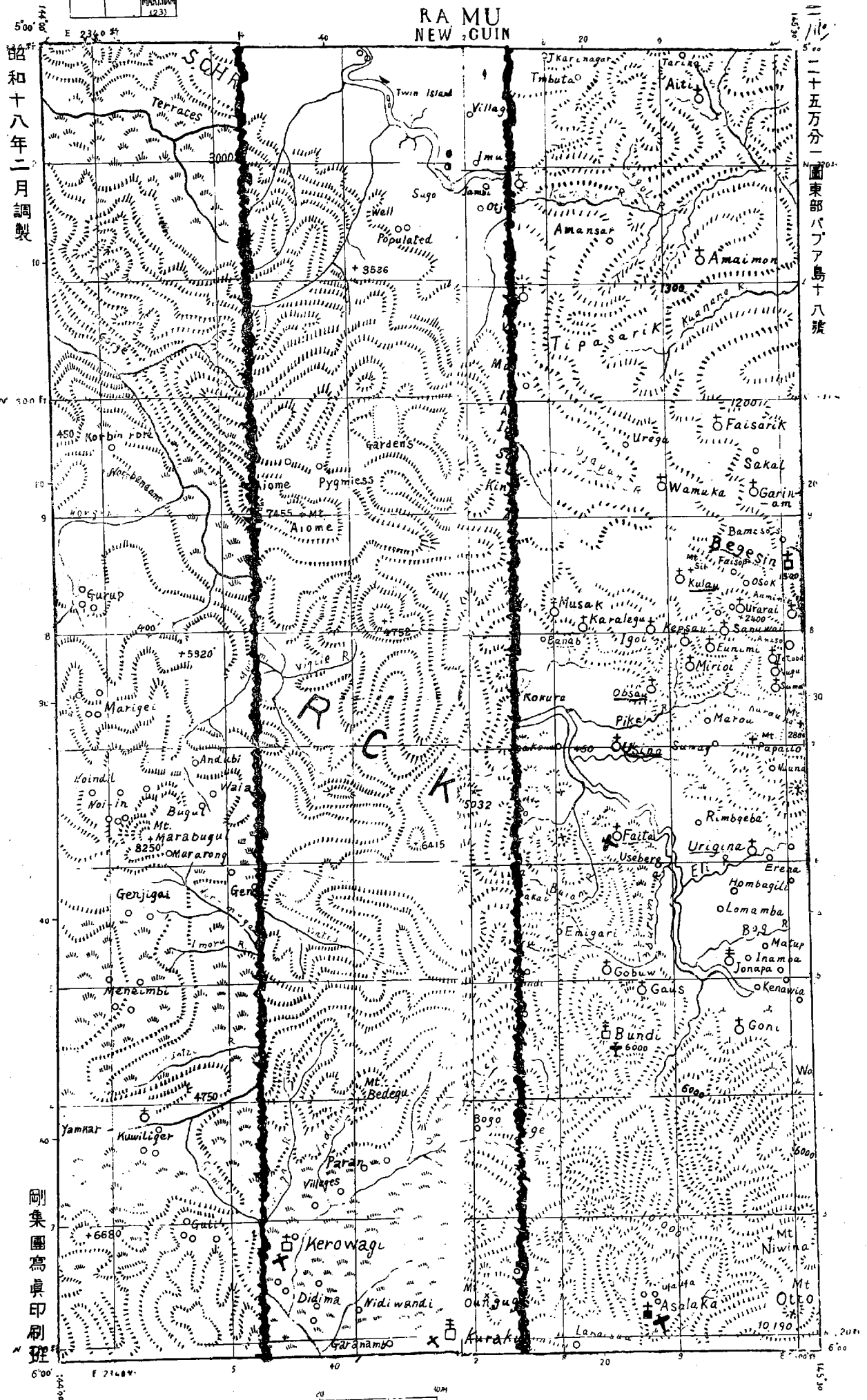


Figure 27. Strategic Map of RAMU Area



It is directly derived from the MAGER Mission Map of this area in the following manner. In January 1943 the General Staff of the Land Survey Department produced a black and white map of the RAMU Area. This was a direct photographic copy of the MAGER Mission Map of 1936 with the following changes. The scale was altered from 1:125,000 to 1:250,000 and the JAPANESE version covered a smaller area on one sheet than did the original. Using this Land Survey Department map as a base, the 8 Area Army Photographic and Printing Squad produced the edition shown in Figure 27. This differs from its immediate predecessor in the following aspects: It was printed in three colors—red, blue and black; a grid has been added; and a panel showing adjoining sheets inserted in the top left border. On both JAPANESE versions the only JAPANESE used is around the borders, where details of scale, date of issue, publishing authority and classification are given in ideographs. Conventional signs are the same as those used on the mission map. A graphic scale in kilometers appears in the bottom margin.

### 36. SKETCH MAPS

#### a. General

JAPANESE sketch maps, of which large numbers have been captured, frequently yield information of immediate operational significance. They refer to a great variety of subjects: topography, unit dispositions, lines of march, billeting and bivouac areas, defences, construction work on roads, bridges, airfields and harbour facilities, sea transport routes, barge routes and hiding places, combat plans, reconnaissance sketches, anti-aircraft positions, loading plans and many others.

#### b. Method of Presentation

This information is presented in numerous forms and with varying degrees of accuracy. Mimeographed map forms with only the main topographical features marked in and the remainder left blank for the addition of information are widely used. Outline tracings from other maps often serve the same purpose. Hand-drawn sketches in pencil or ink are even more common. In both instances data to be noted are often drawn in colored pencil or ink. As a general rule the JAPANESE indicate their own forces and positions in blue, the enemy in red. Hurriedly drawn field sketches, though, are apt to be all in a single color.

#### c. Artistic Ability

The artistic ability of the average JAPANESE is well displayed in sketch maps of this sort. Many of their rough terrain sketches in particular show a high degree of artistic competency as well as knowledge of the principles of field sketching. This is particularly true of panoramic sketches showing harbours, barge hideouts and terrain silhouettes. The scale is apt to be unreliable, however.

#### d. Abbreviations and Conventional Signs

Information set forth on sketch maps is conveyed partly through the topographical features of the map itself, partly through the use of abbreviations and conventional signs (see Paragraph 38 below), and partly through the use of keyed text. The use of abbreviations and conventional signs is apt to be preferred for reasons

of economy of space, but there still remains a large residue of detailed information which cannot be so expressed. This is written either on the face of the map itself or in the margins, and its point of reference indicated by a system of keyed numbers or by lines.

#### e. Locating Map Area Difficult

In practice it is often difficult to locate the area depicted by JAPANESE sketch maps. Many are very hurriedly and roughly drawn and lack both title and date. In such event the sketch can be placed only through the identification of the natural features, place names or unit dispositions. The problems involved in such identification are discussed at length in Paragraph 39 below:

#### f. Examples

Examples of three types of JAPANESE sketch maps are reproduced as Figures 28, 29, and 30. Translated versions are given with the original sketch.

### 37. CAPTURED ALLIED MAPS

JAPANESE maps of battle areas in the South West Pacific Area are admittedly inferior. Consequently they attach great importance to the capture of superior Allied maps which they prefer for operational purposes. The extent of their interest is well illustrated by the following commendation quoted from a captured JAPANESE document:

#### "COMMENDATION"

"To: Second Lieutenant OTSUBO, Hiresoshi, of 7 Company, 70 Infantry Regiment.

"On commencement of division combat in the ARNDT and JIVEVANING Areas on 14 October 1943, the above-named officer was ordered to reconnoitre the high ground west of ARNDT and to occupy all key positions. While en route to his objective with his platoon, he encountered some enemy officers at close range. An attack was immediately carried out, as a result of which three enemy officers were killed in action. From the dead bodies he took two detailed maps (Scale 1:25,000 and 1:65,000) of this battlefield and one aerial photograph.

"During the NEW GUINEA operations, inaccurate maps with a scale of 1:250,000 were being used by us. Consequently these maps captured by Second Lieutenant OTSUBO are a great contribution to our future plans and operations.

"I hereby present him with a dagger in recognition of his distinguished service.

15 October 1943

20 Division Commander

Lieutenant-General KATAGIRI, Shigeru"

### 38. JAPANESE CONVENTIONAL SIGNS AND ABBREVIATIONS

#### a. General

JAPANESE maps, both printed and sketch, usually make considerable use of conventional signs and abbreviations. For a number of reasons, which are explained below, great care must be exercised in interpreting these.

#### b. Conventional Signs

JAPANESE military map makers do not seem to make any consistent attempt to render a sign suggestive of the object which it represents. Some signs have no relation in shape to

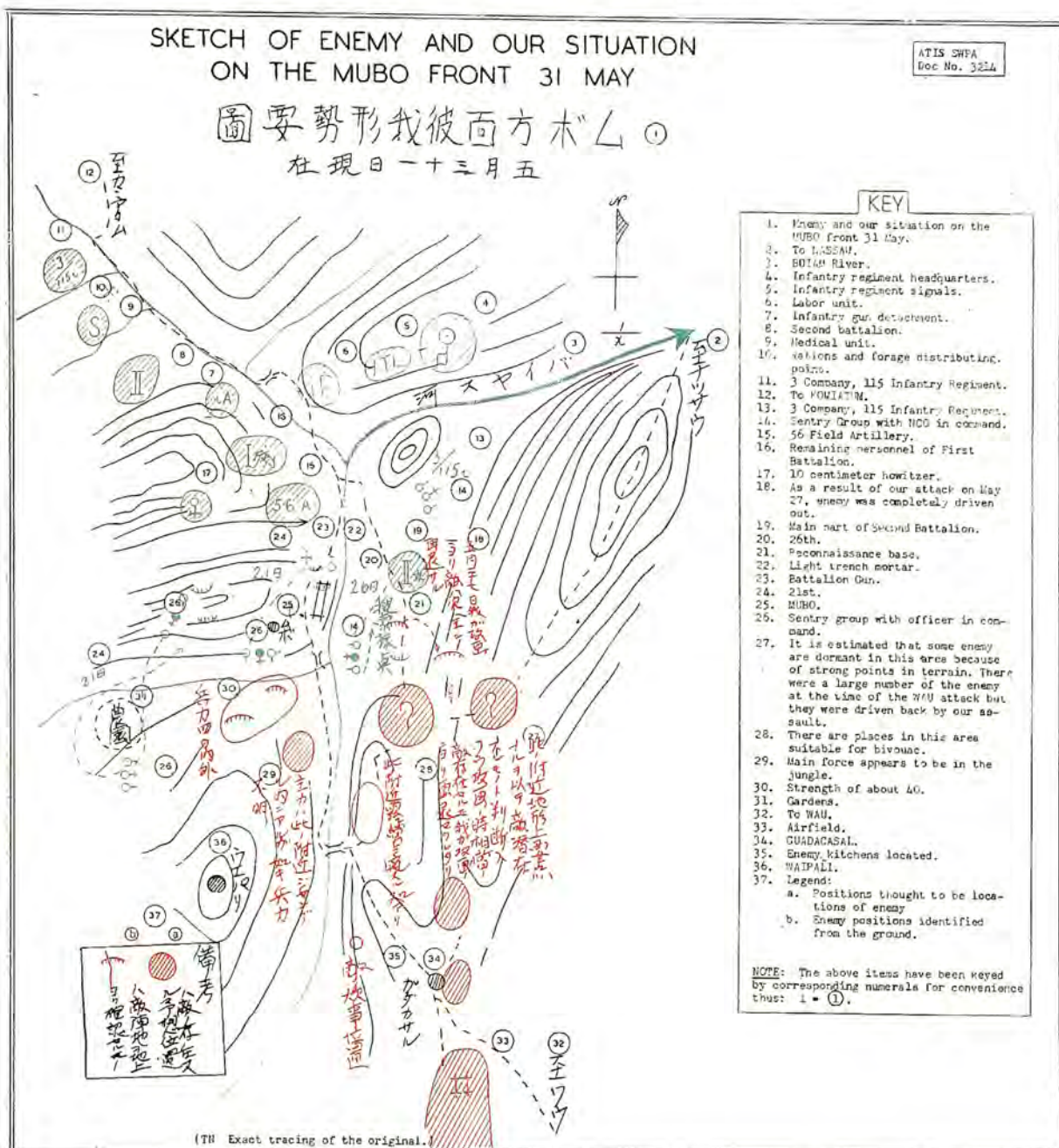


Figure 28. Translation of JAPANESE position sketch of MUBO Sector

the object represented, e.g., ↑ for a police court, or ㄗ for a high tower. Others may, however, carry a definite suggestive quality for one familiar with the JAPANESE language and lore, but not for others, e.g., 田 (the ideograph for field) for a pasture, 卍 (a familiar oriental religious symbol) for a temple, or ㇿ (The inset symbol ㇿ is the KATAKANA sign for the first syllable of the word for electric) for a telephone and telegraph office.

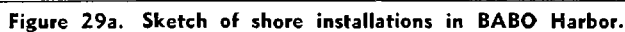
A person familiar with conventional signs used by the Allied Nations also expects, where a resemblance of sign to object represented does exist, that, with a few exceptions, the sign be drawn to represent the object as seen from above. The JAPANESE pay no attention to any such convention. Those signs which do resemble an object are quite apt to depict it as seen from the ground, e.g., 冢 for a memorial stone, 人 for a statue, or 舟 for a ferry boat station.

For familiar military installations the JAPANESE often use signs very different from those with which UNITED STATES personnel






are familiar, as the following examples demonstrate:—

Object	United States' Signs	Japanese Signs
Airfield	⊙	井
School	⊕	文
Hospital	+	卍
Windmill	⊗	米

JAPANESE conventional signs are not, however, consistently derived from purely JAPANESE sources. The practice of taking over and using numerous maps printed by foreign governments, has meant that they have also taken over the system of conventional signs on those maps. Consequently standard JAPANESE maps bearing AMERICAN, DUTCH, BRITISH and GERMAN conventional signs will sometimes be encountered. This is particularly true in the case of NEW GUINEA Mission Maps. (See Figure 27).



larities exist, color is used to distinguish between signs. Thus the sign # in red will mean an airfield, but in blue a well.

Conventional signs are apt to vary also, depending upon the agency or person producing them. This is especially true of sketch maps reproduced in forward areas. It has also been noticed that conventional signs are apt to vary with the scale of a map, one set being used for a scale of 1:50,000, another for a scale of 1:200,000. Land Survey Department maps for example are apt to indicate an airfield by any one of the following signs: , , ,  or .

Military symbols add to the possibilities of error. These are subject to change, and do not



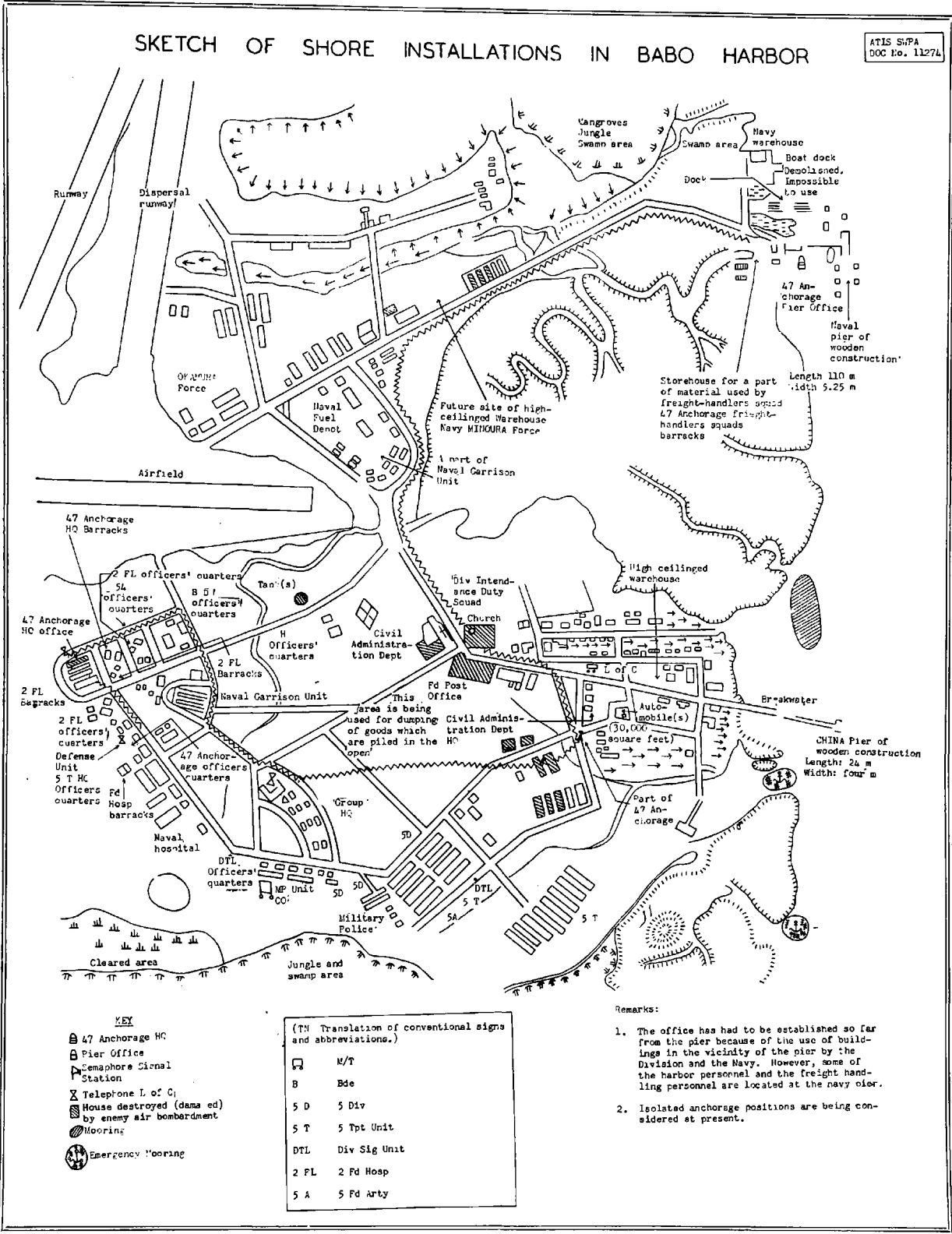









Figure 29b. Translation of sketch of shore installations in BABO Harbour reproduced as Figure 29a.

follow a consistent plan of development as do the American and British. Many military signs resemble topographic signs with a completely different meaning. Thus the topographic sign for police court,  is the military sign for a light trench mortar, while an only slightly different sign, , indicates an infantry gun. Similarly the sign for a statue is , while that for a grenade discharger is .

The same possibility of error and confusion exists among purely military signs. Thus the sign for air unit is , that for carrier pigeon unit  and that for engineer unit . Cases of such close correspondence are common.

**c. Abbreviations**

JAPANESE military abbreviations consists of one, two or three ROMAN letters, which, although often poorly formed, are usually legible. Both capitals and small letters are used, and care is required to identify their case correctly. The writing of a capital for a small letter may completely alter the identification concerned, e.g., fB is an air sector, whereas FB is an air brigade.

The ROMAN letters chosen by the JAPANESE to identify various units and equipment are not initials taken from the full form of the JAPANESE term concerned. They are usually derived from the GERMAN.

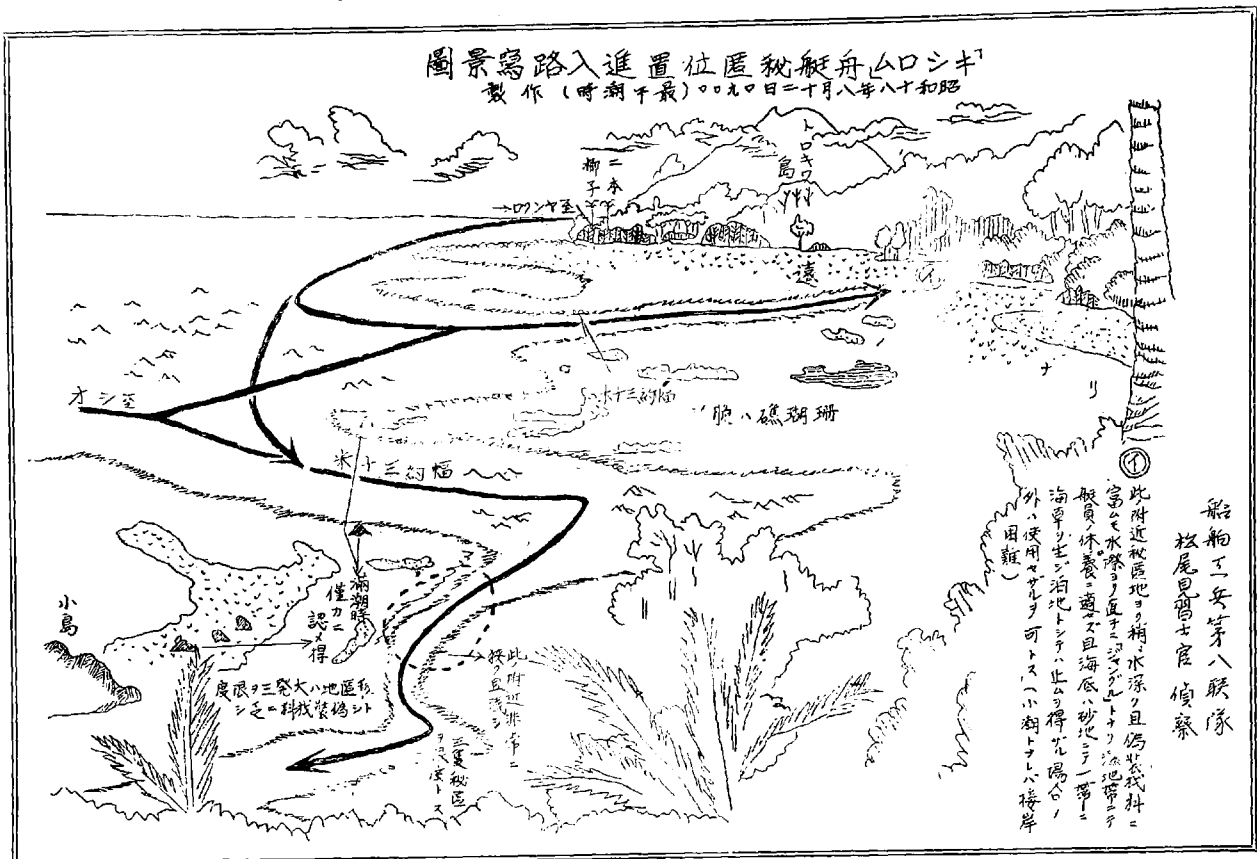


Figure 30a. Panoramic sketch showing routes of entry to barge hideout positions.

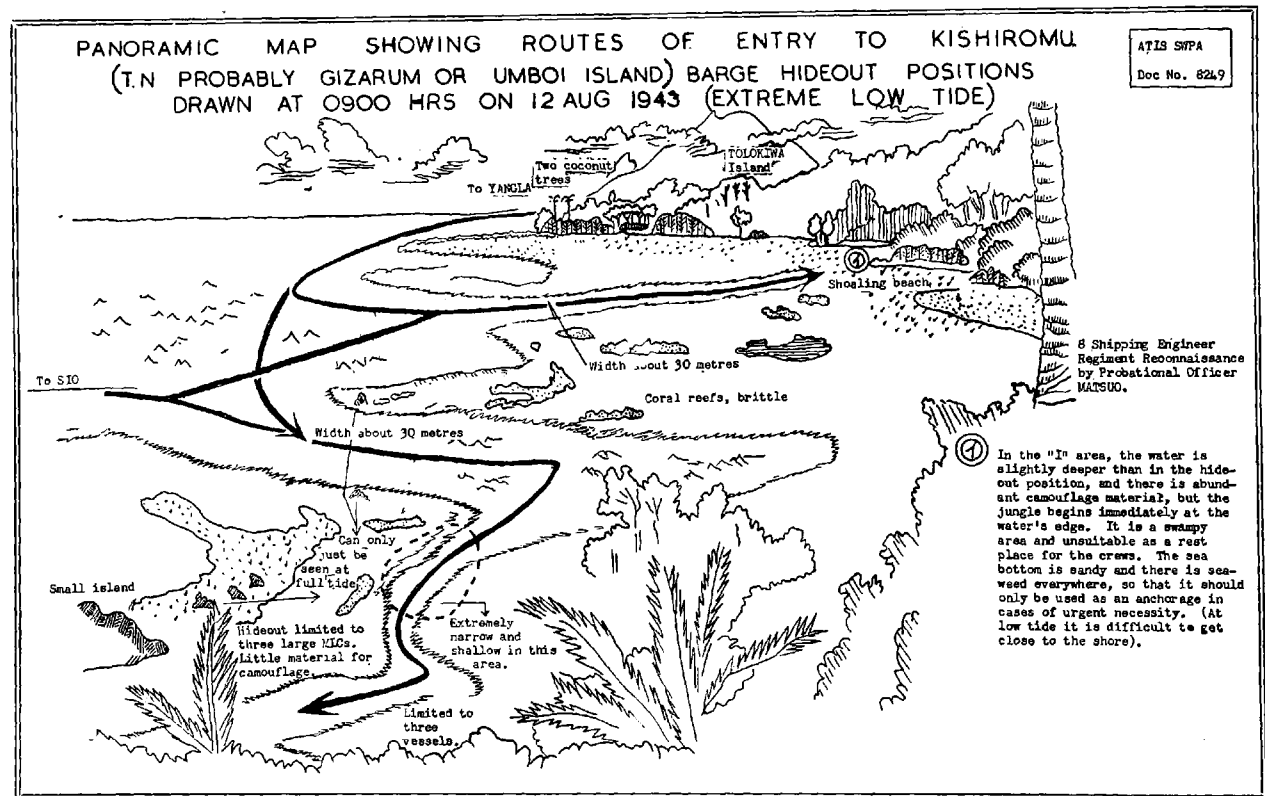


Figure 30b. Translation of panoramic sketch showing routes of entry to barge hideout position reproduced as Figure 30a.

When identifying a numbered unit in abbreviated form, the JAPANESE prefix the number to the proper abbreviation. Thus 117 Airfield Battalion is written 117 ab, while 85 Independent Flying Squadron would appear as 85 FCS. Designations of this type are combined with a further system of numerical unit indicators to make the reference more precise. The battalions of a regiment are denoted by ROMAN figures, and smaller units by ARABIC figures. When affixing the designation and number of units, the

number of the lower unit is written above, and the higher underneath, the two being separated by an oblique line, e.g., III/2i indicates 3 Battalion, 2 Infantry Regiment. Platoons and sections are usually shown as fractions of a company or squadron, e.g., 1/16 2/5K indicates 1 Section, 2 Squadron of 5 Cavalry Regiment. Deficiencies in units are shown in parenthesis as follows: 2i (-8, 12) denotes 2 Infantry Regiment less Numbers 8 and 12 Companies.



### 39. IDENTIFICATION OF PLACE NAMES

#### a. General

The identification of place names as used on JAPANESE maps or in documents is often an exceedingly difficult and lengthy problem. For guidance purposes some of the difficulties commonly encountered are set forth below.

#### b. Divergent Spelling

The war against the JAPANESE is being fought in relatively unexplored countries and over terrain which in most instances has never been adequately mapped. Maps which do exist have been prepared on scales and for purposes which are often unsuitable for military use. Furthermore, Allied maps often differ widely as to the location of certain features, such as native villages or rivers, which may be very important from an operational standpoint. In many cases this is not the fault of the map maker. NEW GUINEA villages are notoriously unstable and sometimes migrate over considerable distances. Available maps also fail to agree on the spelling of the names of terrain features and villages. One Allied map spells the name of a NEW GUINEA village "GROLI," another calls the same village "AROLI." In many cases the JAPANESE compiled their maps from these sources. The resultant JAPANESE map, therefore, reflects all of the shortcomings of the original and throws in a number of additional difficulties. In the case of the village mentioned above, for example, the copied JAPANESE map designated the village as "AROBUR," a spelling possibly derived from AROLI. A similar instance occurred in respect to a feature variously named by Allied maps "Cape TJEWERI" or "Cape TJOBERI." The copied JAPANESE map identified it as "CHIYOBURI MISAKI."

#### c. Place Names in KANA

The majority of place names on captured maps—excepting maps of the JAPANESE Empire, CHINA and MANCHURIA—are written in KANA. The phonetic limitations of this syllabary and the inability to reproduce certain sounds such as "L" give rise to wide differences between the ordinary ENGLISH spelling of a place name and the Romanized version of the JAPANESE KANA spelling. Geographical prefixes and suffixes such as Cape, River, Mountain, etc., are usually written in ideographs. The result, a mingling of KANA and KANJI, is well exemplified by the JAPANESE version of Cape GLOUCESTER, which emerges in ROMAJI as GUROSESUTA MISAKI, MISAKI being a JAPANESE pronunciation of the ideograph for Cape. In the PHILIPPINES, where the provinces bear SPANISH names, the JAPANESE have also applied this policy. The provinces of CAMARINES NORTE (North) and CAMARINES SUR (South) are called KITA KAMARINESU and MINAMI KAMARINESU respectively, KITA and MINAMI being the JAPANESE pronunciation of the ideographs for North and South. ILO ILO becomes IRO IRO. Relatively simple English or native names can emerge from this process of kanaization so mangled as to be almost unrecognizable. The case of Old and New BIEN provides a good example of this. In KANA New BIEN is spelled NOIBIEN, while Old BIEN becomes ORUDOBIE.

In DUTCH NEW GUINEA there are numerous places designated on DUTCH maps as "Campsite" or "Bivouac" areas. The JAPANESE have taken over this terminology literally in their maps. A motor bivouac area became MOOTORU BIFUAKU. Similarly BATAVIA Rapids was transliterated as BATABIA FUERUSU, FUERUSU being as close as the JAPANESE can come to "Falls," while the Pioneer Bivouac Area became PIONIIRU BIFUAKU.

#### d. KANA Approximates Native Pronunciation

In putting a place name into KANA, the JAPANESE try to approximate the native pronunciation as closely as possible. Thus in respect to places located in the NETHERLANDS EAST INDIES, the KANA spelling will emulate the DUTCH, not the ENGLISH, pronunciation. This may cause an ENGLISH reader considerable difficulty until he realizes that in DUTCH "J" is pronounced like the "Y" of YAP and OE is pronounced like the "OO" in food. Similar difficulties occur in respect to "J's," "H's," and "L's," as pronounced in SPANISH as spoken in the PHILIPPINES.

#### e. NEW BRITAIN Map Based on GERMAN Mission Map

During the NEW BRITAIN campaign it was noticed that many places located on captured JAPANESE maps were not mentioned on any Allied map. Upon investigation it was discovered that the JAPANESE maps of this area were largely based on GERMAN mission maps, reproduced in GERMAN and extensively used by the JAPANESE. This created an entire new range of problems until specimens of the GERMAN maps were captured and put to use by Allied forces. A village named MASERE on many JAPANESE sketch maps, but not mentioned on any Allied maps, was shown on GERMAN mission maps as MASELE. In other cases where unidentified place names appeared on JAPANESE maps, it was discovered that the spelling had been taken from the GERMAN. Thus the village shown on Allied maps as GILVA was called by the JAPANESE "KIRIBA," a village derived from its GERMAN name of KILIBA.

The extent of these difficulties is well exemplified by Figure 31, a sketch of the Cape GLOUCESTER Area, on which JAPANESE, ENGLISH and GERMAN versions of place names are set forth.

#### f. JAPANESE Passion for Abbreviation

The JAPANESE passion for abbreviation is manifested on their maps as elsewhere. In the PHILIPPINES, for example, where SPANISH names often consist of two or three words, the JAPANESE often drop all but the main word. Thus SAN CARLOS becomes KARUROSU, i.e., CARLOS.

This practice was carried much farther in respect to the names of the SOLOMON Islands. Here, the proper names being quite lengthy, the JAPANESE habitually referred to them by their first few syllables only. The SOLOMON Group was known as SORO SHOTŌ. RENNEL Island became REN TŌ, GUADALCANAL—GA TŌ, and RUSSELL—RU TŌ. TŌ means island and SHOTŌ a group of islands.

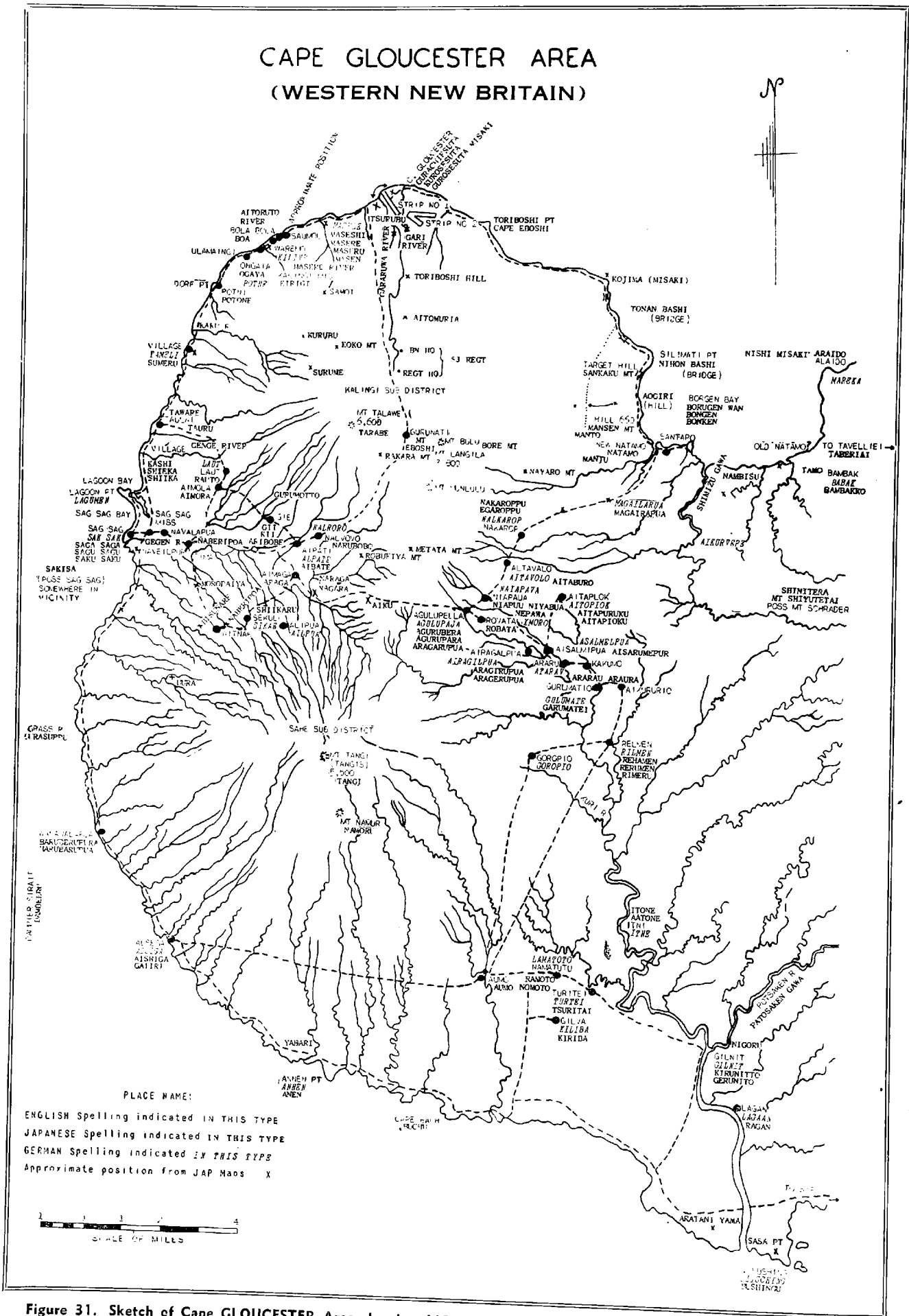


Figure 31. Sketch of Cape GLOUCESTER Area showing JAPANESE, ENGLISH and GERMAN version of place names.

**g. KOREAN Place Names**

In the case of KOREAN place names, the spelling generally accepted at present is that prescribed by the so-called McCUNE-REISCHAUER System of transcribing the native KOREAN script into the LATIN alphabet. This is the system followed by the Land Survey Department in its official set of 1:200,000 topographical maps of KOREA.

In using a glossary of KOREAN place names, it is therefore safer to look first under the KOREAN or HANGYONG reading of the ideographs comprising a place name. If the name is not listed there, then look under the JAPANESE reading.

**h. MANCHURIAN Place Names**

MANCHURIAN place names create a major problem. This region contains an accumulation of difficult place names. The majority are written in ideographs, but very often these are so archaic and rare as not to figure in any save an historical CHINESE dictionary. In addition to this their reading does not conform to either modern CHINESE or JAPANESE, but goes back to ancient MANCHU or tribal readings.

The problem is alleviated somewhat by the use of KANA alongside the ideographs in the 1:1,000,000 East Asia Series issued by the Land Survey Department and in the 1:1,000,000 MANCHURIAN map of 1932.

**i. Countries and Prominent Cities**

Names of countries and prominent cities are often written in ideographs, the pronunciation of which bears no resemblance to the original name of the country or city. They will appear in this form on the majority of JAPANESE maps and in captured documents.

**40. THE PROBLEM OF ARBITRARILY CHOSEN PLACE NAMES****a. Reasons**

In many localities the JAPANESE have arbitrarily given new names to features and places. Various reasons may be suggested for this action, such as the simplification of names awkward to transliterate into KANA, simplicity in signalling or the improvement of morale. The following extract from an order given by the commander of 224 Infantry Regiment at NOEMFOOR Island instances a change for security reasons:

"It is almost certain that maps of this battle area drawn up by the Division have fallen into enemy hands. Consequently, the Regiment will change the place names of this area. The new names will be used only within the Regiment. In communicating with the Division and other forces, the names drawn up by the Division will be used."

**b. Categories**

Arbitrary place names used by JAPANESE in occupied territories fall into the following categories.

(1) *Names for which No Equivalent Exists on Allied Maps.*—There are numerous instances of very small villages, encampments and bivouac areas used by the JAPANESE, but unnamed on any Allied map, being given names.

JAPANESE maps of BATAAN Peninsula, contained in a captured combat report, show

small villages, sugar mills and locations for which no foreign names existed, marked with JAPANESE names. These consisted of elementary JAPANESE words, such as names of animals, birds, fruit, fish, etc.

Apparently the JAPANESE gave these simple names to avoid confusion of location, and to assist signals procedure. Although there are ideographs for each of these names, they are written in KANA, probably to avoid a different reading of the ideograph.

(2) *Places Named for JAPANESE Commanders.*—In some areas the names of local JAPANESE commanders have been given to various terrain features, presumably for morale or security purposes. A sketch of the SONG River Sector, for example, identified a TAKEBANA Mountain and a TASHIRO Road. TAKEBANA was Commanding Officer of 2 Battalion, 79 Infantry Regiment, while TASHIRO was Commanding Officer of Headquarters Unit, 78 Infantry Regiment.

(3) *Geographically Descriptive Names.*—In some cases the JAPANESE have attached geographically descriptive names to places already named. Some names consist of general directional terms such as NISHI HIKŌJŌ (Western Airfield) or MINAMI MISAKI (South Cape), and could be used for any locality. PRAED and RALUANA Points on the GAZELLE Peninsula, which have been renamed NAKAZAKI (Middle Cape) and MINAMI MISAKI (South Cape) respectively, afford instances of this practice. These names have appeared in ideographs, as has NISHIZAKI (West Cape), which in this case was located as Cape LIGUAN.

Similarly in the ADMIRALTY Islands, LOSRU Island was named NAKANOSHIMA (Middle Island). Beaches were named NAKANOHAMA (Middle Beach) and NISHINOHAMA (Western Beach), while CHUPARHUN Point was named NISHI MISAKI (Western Cape).

(4) *Renaming of Important Places.*—Important places are apt to be given new names which are often descriptive in character. The following are notable examples:

WAKE Island	南鳥島	MINAMI TORIJIMA (Southern Bird Island)
SINGAPORE	昭南港	SHONANKŌ (Radiant Port of the South)
RABUL	南海市	NANKAISHI (South Sea City)

(5) *JAPANESE Names with Emotional Associations.*—In renaming localities the JAPANESE have, in some cases, chosen names possessed of varying degrees of emotional association. In the TRUK ATOLL some islands have been given the names of animals. For this group of names ideographs have been used. It is of interest to note that the animal names used represent the CHINESE signs of the ZODIAC, starting with NE-JIMA (Rat Island) in the north and continuing down the eastern side of the island group to I JIMA (Boar Island) in the South. Other islands are named after flowers, such as KIKU JIMA (CHRYSANTHEMUM Island) and BARA JIMA (Rose Island).

In the ADMIRALTY Islands IHON Lagoon was known to the JAPANESE as CHŌKANUMA (Singing Bird Marsh). Islands in the vicinity were called CHICHI JIMA (Father Island), HABA JIMA (Mother Island) and KO JIMA

(Baby Island). Several plateaux were given names, e.g.—HAKAGE DAI (Shady Plateau) and KOHIDE SANDAI (Small Sun Plateau). Three mountains in the RABAUL Area—Mother Mountain, South Daughter Mountain, and North Daughter Mountain—have been renamed HAHAYAMA (Mother Mountain), IMOTO YAMA (Little Sister Mountain), and ANE YAMA (Big Sister Mountain) respectively.

A deeper emotional association and greater psychological significance may be seen in the adoption of place names famous in JAPANESE legend and history. This is well illustrated by a captured map of the NASSAU Bay Area upon

which several features have been renamed. The choice of the following names is significant: HIYODORI Pass which is famous as the site of a successful surprise attack by a JAPANESE hero; and MOMOYAMA, the name of a hill near KYOTO which, for more than a thousand years has been the burial place of Emperors. On the same map the strait between NASSAU Bay and LABABIA Island had been renamed TSUSHIMA after the site of Admiral TOGO's famous victory in the RUSSO-JAPANESE War.

This system plays upon the power of tradition among the JAPANESE, and their romantic type of patriotism.



Section VII. UNOFFICIAL DOCUMENTS

41. PERSONAL DIARIES

a. JAPANESE Addiction to Keeping Diaries

Few other peoples are so addicted to the keeping of diaries as the JAPANESE. This is the result of training from earliest school days. As a matter of course, therefore, the average soldier keeps a diary to which he freely confides his feelings on a great number of matters. The authorities are not unaware of the dangers to military security inherent in this practice. In some areas relatively ineffective attempts have been made to control or eradicate these dangers through security lectures, the censorship of diaries, and, in some cases, their total prohibition. Despite all orders and admonitions, enlisted men and officers alike continue to keep diaries in which they sometimes discuss matters of great military importance with complete frankness.

b. As Source of Information

In general, captured diaries comprise an extremely valuable source of information. In the early stages of the NEW GUINEA Campaign they were practically the only documents captured and provided very valuable information in respect to enemy order of battle and intentions. Unit songs appearing in these diaries were often the first source of unit identification. As the JAPANESE were driven back, however, and the Allied forces began to capture official documents in large numbers, the relative importance of enemy diaries as a source of immediate intelligence declined. But as a source of information covering the morale and psychology of JAPANESE troops; brief histories of the diarist's conscription, training, units and movements; and numerous personal identifications, captured diaries still rank very high among intelligence sources. A large part of the information available in respect to atrocities and other violations of the

laws of war committed by JAPANESE units and individuals has also been derived from diaries.

c. Example

An interesting example of the intelligence value of diaries occurred during the BIAK Cam-

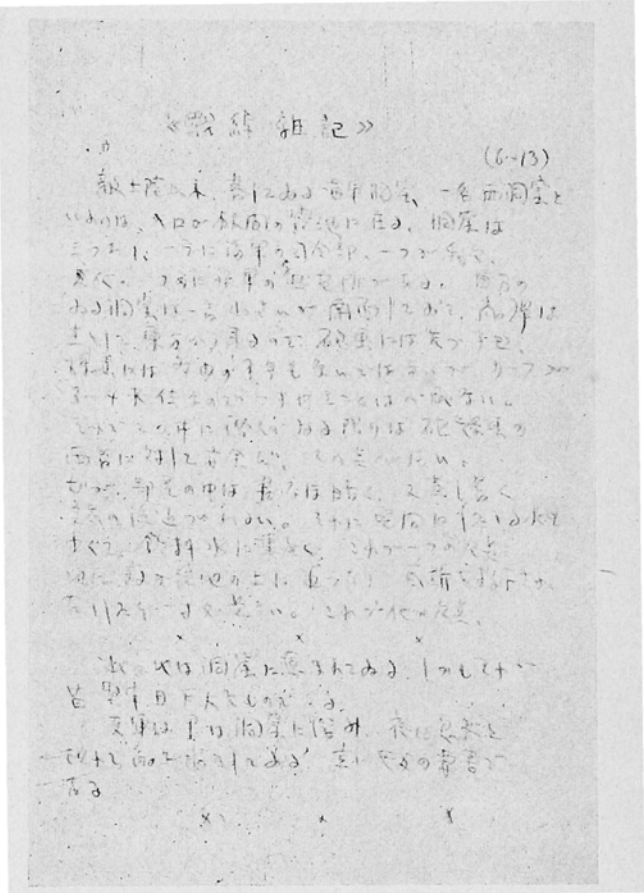


Figure 32a. Page from captured diary. Note that text reads horizontally from left to right.

"BATTLE FRONT JOTTINGS"

(June 13)

The entrances of the Navy Caves, also called West Caves, in which we have been living since the enemy landing, are situated in a hollow in the forest. There are three caves. One is occupied by Naval Headquarters, another by us, and the third is used as a Naval wireless station. The cave I am living in is the smallest and faces South. Therefore it is safe from enemy shelling, which comes from the East. Although there is a little danger from bombing, it is fairly safe here because of the reefs which extend three to four meters. In other words, we are pretty safe both from shelling and bombing as long as we stay in here. This makes us feel secure. However, inside the cave it is dark, damp and poorly ventilated even during the day. The water which drips from overhead is not enough for drinking. This is one of the handicaps we have. Another handicap is that should the enemy approach from above and throw in gas, we really would be in a predicament.

This place has plenty of caves—all of them very large and secure.

Our troops hide in these caves during the day and come out unexpectedly at night and harass the enemy. This is a heaven-sent fortress.

Figure 32b. Translation of diary page reproduced as Figure 32a.

paign. The JAPANESE defense installations were based on three caves, and information in respect to the garrisons and vulnerable points of these caves was of the utmost immediate value. On 22 June 1944 a diary belonging to Second Lieutenant KODAKA, presumably a member of 19 Garrison Unit, was captured. The entry for 13 June is reproduced as Figure 32a. The importance of the information set forth in this entry is readily apparent from the translation set forth as Figure 32b.

The above diary is unusually easy to read as diaries go. An example such as that set forth in Figure 33a presents a far different problem. The script is abbreviated and difficult to read. A translation is given in Figure 33b.

42. NOTEBOOKS

Personal notebooks are commonly kept by many JAPANESE officers and non-commissioned

officers. These are used for memoranda of orders received, duties assigned, etc. In practice the one notebook often serves the purpose of diary, address book and notebook. Makeup and handwriting is sometimes even more difficult than that of diaries, as a higher proportion of officers are able to write SŌSHO.

Notebooks, especially those belonging to officers, usually contain much factual information of intelligence value. If the notebook belongs to a field officer it is apt to contain situation sketches, which, if captured and translated early enough, may have great tactical importance. Thus an officer's notebook captured at MOKMER on 11 June 1944 contained a sketch of all JAPANESE defensive positions around MOKMER Airfield, which was then under attack by AMERICAN forces. During the opening phases of the NEW GUINEA Campaign some of the most detailed and reliable information available on standard organization and equipment of enemy units was derived from a captured notebook. Full notes taken while attending technical lectures or army service schools are also often found in notebooks carried into the field. These frequently give important information on training programmes, meteorology, radar and other technical subjects.

43. ADDRESS BOOKS

Address books are among the more common personal belongings of JAPANESE soldiers. Frequently a section of a diary or notebook is devoted to addresses. The majority of addresses contained are usually civilian and of little or no importance, but occasionally one encounters military addresses which provide useful identifications of personnel and units.

A page from a typical address book is reproduced as Figure 34a. A translation is given in Figure 34b.

a. Military Addresses

Military addresses derived from address books or military postal savings books are a valuable source of order of battle information. This is particularly true of data bearing on the location of any field post office or naval post office which permits the tracing of unit movements through their postal history. The following sections set forth the essential features of the army and navy postal systems.

(1) *Army Postal System.*—Except in MANCHUKUO, the overseas mail of the JAPANESE Army is handled by a series of field post offices. These are static in a base or line of communica-

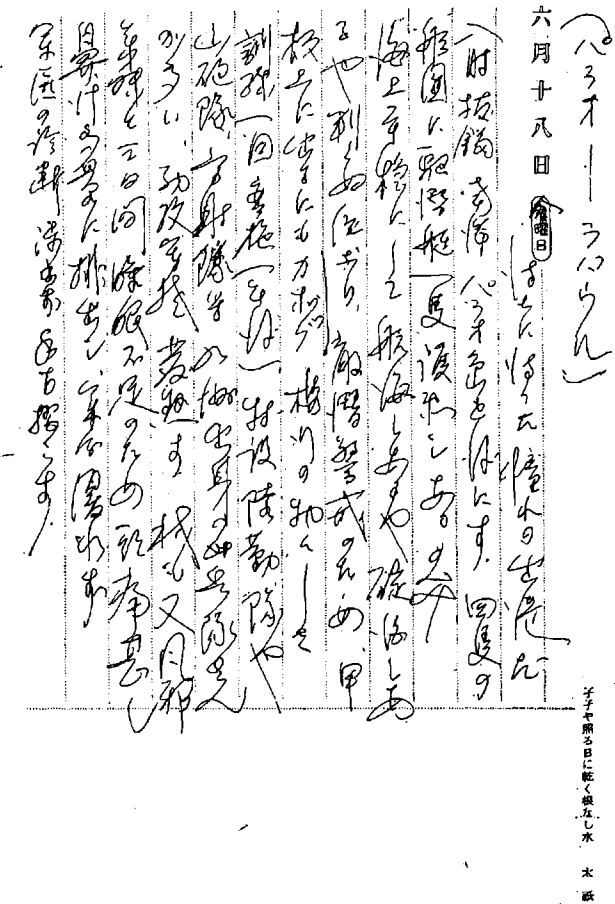


Figure 33a. Page from captured diary written in cursive script.

PALAU—RABUL

18 June, Friday.

This is the departure we have been awaiting for a long time. We weighed anchor at eight o'clock and left PALAU in the South Seas. The convoy of four ships is being escorted by only one destroyer. The sea is so calm that it is hard to tell whether we are moving or anchored. As a precaution against enemy submarine attack we have to carry life jackets with us whenever we go on deck. There was a practice (afternoon). There are many soldiers from KYŪSHŪ among the Special Land Duty Unit, Mountain Artillery Unit, Anti-Aircraft Unit, etc. Sergeant NOMAKI had a fever. Because of the cold and lack of sleep during the last three days, I also suffered severely from headache. I had to blow my nose often and I do not feel at all well. I was very annoyed at the delay in the Medical Officer's diagnosis.

Figure 33b. Translation of diary page reproduced as Figure 33a.

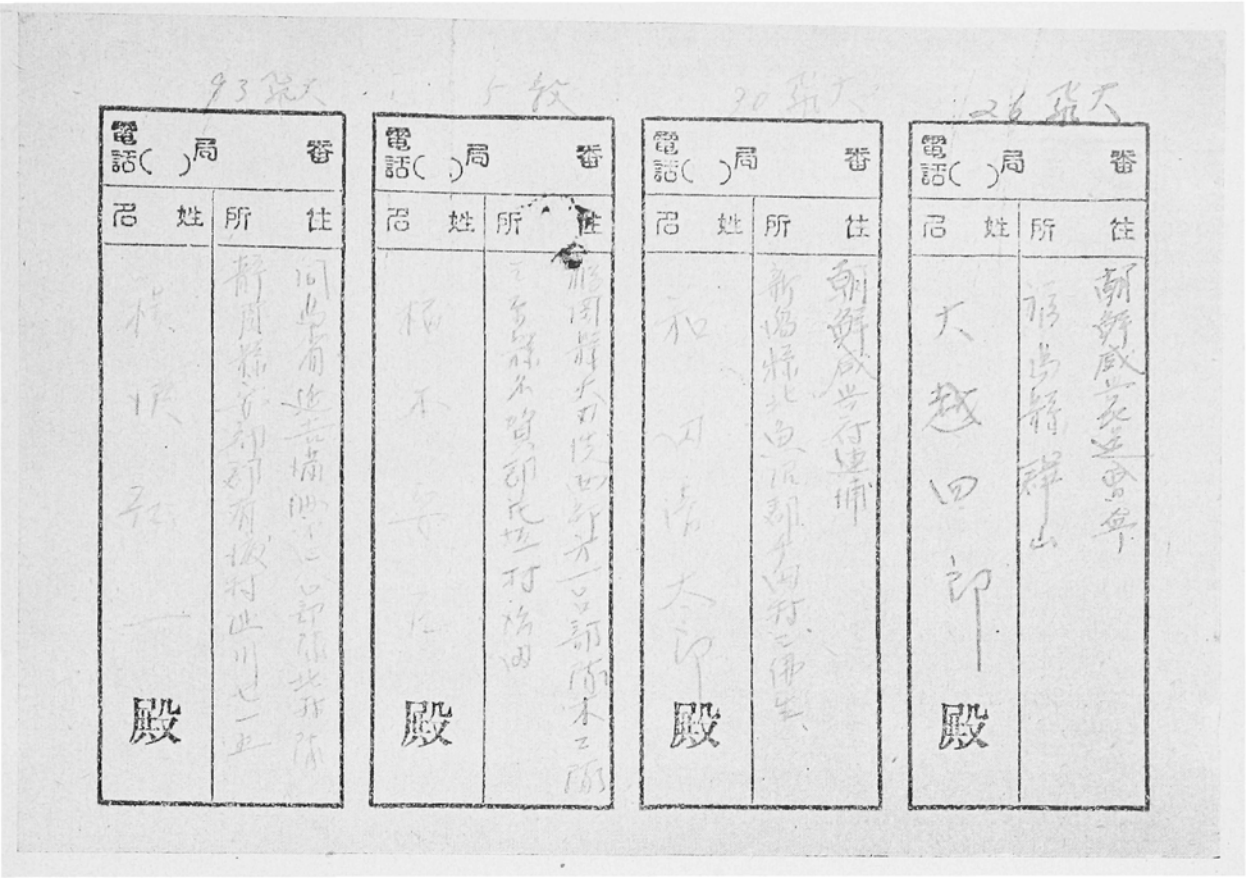


Figure 34a. Page from typical address book.

93 Airfield Battalion		5 Training		30 Airfield Battalion		26 Airfield Battalion	
Telephone		Telephone		Telephone		Telephone	
Local ( ) No.		Local ( ) No.		Local ( ) No.		Local ( ) No.	
Name	Address	Name	Address	Name	Address	Name	Address
Mr. YOKOZAWA, Hiroichi	CHIENAU Province, YENKI MANCHURIA 480 Force  KITAMURA Unit SHIZUOKA KEN ABE GUN UDO MURA SHIBUKAWA 715	Mr. KAYAMOTO, Yasuomi	FUKUCKA KEN TAICHIAIRAI  WESTERN 100 Force  KIGUCHI Unit MIE KEN MAKA GUN HANAGAKI MURA CHIDA	Mr. WADA, Seiji	KOREA KANKO FU  REMPo  NIIGATA KEN KITAUGNUMA GUN CHITA MURA SANBUTSUSHO	Mr. OGOSHI, Shiro	KOREA KANKYO HOKUDO  KAINET  FUKUSHIMA KEN KORIYAMA

Figure 34b. Translation of page from address book reproduced as Figure 34a.

tion area and serve troops passing through that area. Available evidence indicates that they are serially numbered throughout all occupied territories in an order which roughly corresponds to the order of conquest. Thus Field Post Offices 3 and 4 are located in NORTH CHINA, whereas the highest number encountered to date, Field Post Office 384, is located at WEWAK. Recent information indicates that numerical designations may have been abandoned in favour of code syllables.

(2) *Naval Postal System*.—Present evidence indicates that the JAPANESE naval postal system operates primarily through the main naval post offices at YOKOSUKA, SASEBO and KURE. These are supplemented by a system of numbered naval post offices attached to fleets or guard districts.

Mail is addressed to an individual in care of the main post office having jurisdiction over the area in which his unit is stationed. Areas served by these post offices are as follows:

YOKOSUKA Post Office — ALEUTIAN Islands, Inner SOUTH SEAS Islands, BISMARCK Archipelago, BRITISH NEW GUINEA.

SASEBO Post Office — CHINA, FRENCH INDO-CHINA, MALAYA, SUMATRA, SARAWAK, BURMA.

KURE Post Office — PHILIPPINES, Southern BORNEO, DUTCH NEW GUINEA, CELEBES, JAVA.

This address is supplemented by a KANA indicator and a series of numerical indicators. KANA indicators refer to one of the main post offices as follows:

U (ウ) — YOKOSUKA

I (イ) — SASEBO

TE (テ) — KURE (Used for places located in PHILIPPINES)

SE (セ) — KURE (Used for all other areas within jurisdiction of KURE Post Office)

The proper KANA indicator is then prefixed to two or three numerical indicators. The first of these designates a place, the second a unit; a third such indicator designates a branch or detachment of the unit specified by the second indicator.

A typical naval address reads as follows:

c/o YOKOSUKA Post Office  
U126, U245, U222

Decoded this would read:

c/o YOKOSUKA Post Office  
MUSASHI Bay,  
281 Air Group,  
(A detachment thereof)

It sometimes happens that a unit assigned the KANA indicator of one main post office is sent to an area served by another main post office. An address such as the following results:

c/o KURE Post Office  
SE14, U73

Decoded this would read:

c/o KURE Post Office  
KENDARI  
202 Air Group

Identifications of the places and units associated with these indicators are an important method of determining the location of JAPANESE Naval Units.

## 44. PRIVATE CORRESPONDENCE

### a. To JAPAN

The JAPANESE soldier in the field sends and receives very little mail. In many areas the writing of letters is completely forbidden, only military post cards may be sent, and sometimes even this privilege is withdrawn. In all cases the contents of mail from forward areas is censored. It is uncommon, therefore, that a letter or post card mailed from overseas will contain information of much value. However, if the letter or post card is written to a friend also in the service, the address will be useful as a personal and unit identification.

### b. From JAPAN

Mail from the homeland to troops is apt to be of greater use. The address will in all cases be a military one. Surprisingly, in spite of censorship, letters do contain valuable information in respect to local or national food shortages, political issues, taxes, morale, effects of Allied bombing or other matters of military interest. An interesting example of this is provided by the following quotation from a letter written by an employee of the MANCHUKUO Asbestos Company to his brother in the service:

"The shortage of rice in MANCHUKUO is causing considerable distress. There is a shortage of rice throughout the country now. We get only nine kilograms per month, which is sufficient only for our morning and evening meals. See, elder brother, you are lucky. Anyhow, the soldiers must eat, so have as much as you want. Although rice is so scarce, there are plenty of other things which are rather dear in MANCHUKUO. Toffee and sweets are plentiful, but I do not get much (I haven't the money). . . . Now let me tell you something about MANCHUKUO. This MANCHUKUO Asbestos Company mines asbestos in CHINCHOW, TUNGHUA and ANPING Provinces. This is used for military supplies which are ordered from us (including airplanes). . . ."

### c. In the Field

Personal messages exchanged between personnel, usually officers, in forward areas often yield valuable information, witness the following letter addressed to Lieutenant SUNAOSHI:

"The climate and weather of SALAMAU is pleasant after one month away. However, I am very much annoyed by enemy raids every day. HASEGAWA and his men are stubbornly resisting and I am very proud of them. How have the company patients been doing recently? NAKAMURA and MATSUZAKI died several days after entering the hospital.

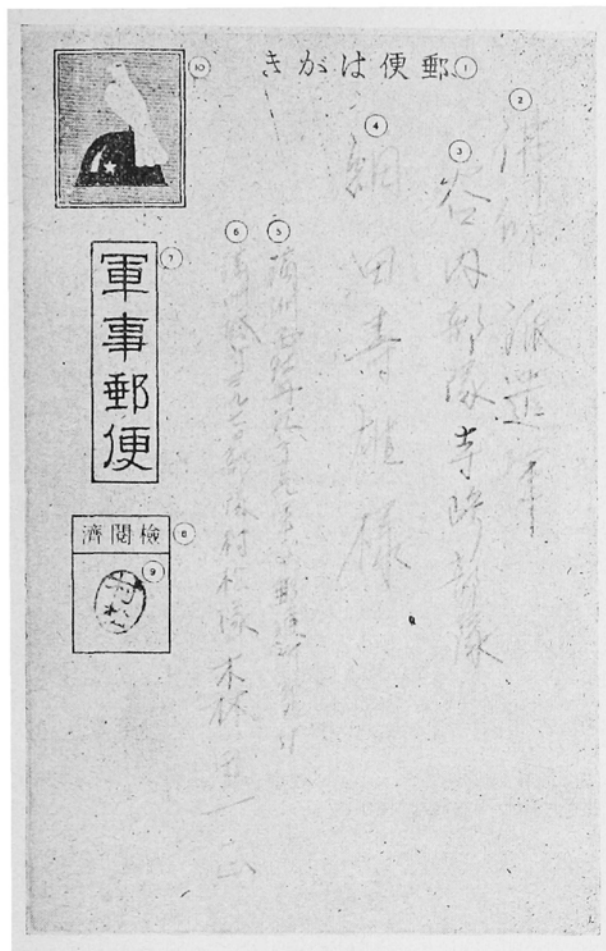
"The new regimental commander has arrived at his post, and the former regimental commander, Colonel MARUOKA, has returned to RABAU. Company Commander ARAI."

### d. Military Postcards

An example of the address side of a common military postcard is reproduced as Figure 35. In the figure items (2), (3) and (4) comprise the address. Items (5) and (6) are the sender's address.

This is the usual order in which addresses are written on military mail.





- 1 Postcard.
- 2 FRENCH INDO-CHINA Expeditionary Force.
- 3 TANIUCHI Force, TERASAKI Force.
- 4 HOSODA, Hisao.
- 5 Care of No. 19 Military Post Office, MUTANG-KIANG, MANCHUKUO.
- 6 MANCHUKUO, SHIRO 3970 Force, MURAMATSU Unit, Morita, Kazumasa.
- 7 Military Mail.
- 8 Censor's Seal.
- 9 MURAMATSU.
- 10 Postage stamp bearing not the dove of peace but the messenger of the God of war — HACHIMAN.

Note: Numbers appearing in figure are keyed to numbered translation thus: 1 = ①.

Figure 35. Address side of ordinary military postcard.

## 45. PHOTOGRAPHS

Individually the JAPANESE are ardent photographers. Often included in their personal possessions are sizeable albums or packets of photographs. The subjects vary widely. Usually they are simply snapshots of individual friends or group portraits. Photos bearing the names of the subjects are of use for identification purposes. They may also be very useful for the acquisition of new, or the bringing up to date of old, information on JAPANESE uniforms, badges, medals and personal accoutrements in general. Other captured photographs, particularly those belonging to air personnel, sometimes give views of JAPANESE airplanes or other equipment which are of value to technical intelligence agencies.

## 46. NEWSPAPERS AND MAGAZINES

Captured newspapers and magazines are usually of fairly old date. Despite this they have a number of intelligence uses. Newspapers, for example, provide an excellent insight into the enemy's internal propaganda technique. Special articles in both newspapers and magazines have often provided extremely useful information in respect to developments in JAPANESE occupied areas. Similarly technical magazines usually provide an invaluable guide to JAPANESE technical terminology within that field.

Detailed information on the organization and personnel of the JAVA Puppet Army was derived from a series of articles appearing in the ŌSAKA ASAHI Newspaper from 3 - 6 October 1943. This has been supplemented in the economic sphere by selections such as the following, an extract from a newspaper published by 25 Army Propaganda Squad entitled "Construction Warfare—News in the Field":

"BATAVIA, 12 June 1942—On occupation of JAVA, the military authorities took over enemy factories, and endeavoured to reopen those which have military value. The result was that most of the principal factories were reopened and entrusted to leading business firms for management.

"The quinine manufactory at BANDOENG was entrusted to the TAKENAGA Store, the General Motors Assembly Plant at TANDJOENG-PRIOK to TOYODA Motorcar, and the GOOD-YEAR Tire Plant at BUITENZORG to JAPAN Tire Company."

Section VIII. WARNING SIGNS

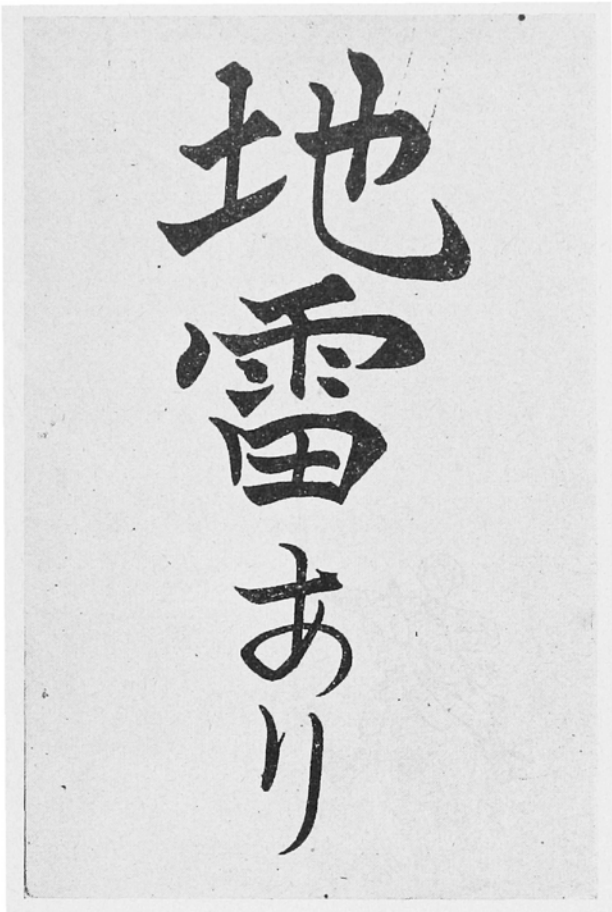


Figure 36. Warning sign reading "Land Mines Here!"

47. LAND MINES

Lives have been lost unnecessarily through the inability of personnel to understand JAPANESE signs. In the MADANG-ALEXISHAFEN Sector five men drove a jeep over an area clearly marked in JAPANESE "Land Mines Here!" All were killed. It was only then that the twenty odd warning signs written on ordinary postcards in the area were noticed. One of these signs is reproduced as Figure 36.

48. GENERAL

The enemy persists in regarding his language as a code secure from hostile comprehension. He does not hesitate, therefore, to mark openly by signs written in JAPANESE ideographs or KANA areas and installations which have been mined or booby-trapped. Some warning signs which may be encountered are set forth in Figure 37.

It need not, therefore, be assumed that all JAPANESE signs have similar importance. The opposite is frequently true, witness the case of the ATIS officer in a forward area, who, after forty-eight consecutive hours of translating captured documents, had just gone to bed. A call came through from headquarters requiring his immediate attendance to translate a document of urgent importance. The weary translator crawled from bed and trudged the mile to headquarters. He was handed the newly-captured "document of urgent importance." It was a sign reading: "Do not defecate or urinate here!"

English	Romaji	Ideographs	Katakana	Hiragana
Land Mines!	JIRAI	地雷	ジライ	じらい
Dangerous!	ABUNAI	危ない	アブナイ	あぶない
Danger!	KIKEN	危険	キケン	きけん
Take Care!	CHUI	注意	チウイ	ちうい
Don't Touch!	SAWARUNA	觸るな	サワルナ	さわるな
Barrage Mortar Shell*	UCHIAGE SOSAIDAN	打上阻塞彈	ウチアゲソサイダン	うちあけそさいたん

\* Because of their attractive black casing inscribed with characters and KATAKANA, these are likely souvenir items. The main shell case bears the characters noted above. The seven explosive charges projected from this case are marked ABUNAI. If found unexploded on the ground they are extremely dangerous.

Figure 37. Japanese Warning Signs

# Appendix A—PROCESSING OF DOCUMENTS IN FORWARD AREAS

---

## 1. INSTRUCTIONS TO ADVANCED ATIS AND ATIS ADVANCED ECHELONS

Instructions to Advanced ATIS (ADVATIS) and ATIS Advanced Echelons prescribe that, in forward areas in the South West Pacific Area, captured documents be processed in the following manner:

"a. Army ATIS Advanced Echelons will forward all 'A' documents (documents of operational value) to ADVATIS except where the communication situation is such that documents will arrive at Base ATIS earlier than ADVATIS, and/or unless otherwise directed by GHQ, SWPA; all 'B' documents (documents of probable or general value) will be forwarded direct to Base ATIS; all those 'C' documents (documents of no apparent value) over which the United States retains jurisdiction will be forwarded direct to AC of S, G-2, War Department, Washington, D.C.

"b. All other documents will be forwarded to Base ATIS.

"c. ADVATIS will pre-scan all documents received by it and will process, reproduce and distribute as directed by AC of S, G-2, GHQ, 'spot' (intelligence of immediate operational value) and A+ (intelligence of high operational value) translations in compliance with Standing Operating Procedure Instructions No. 23, General Headquarters, South West Pacific Area, 8 Sep 1944. All documents which can be classified as 'spot' or A+, and all of such documents part of which can be classified as A+, will be scanned and necessary translations made at ADVATIS. All documents not translated will be forwarded to Base ATIS as soon as practicable. ADVATIS will, in addition, process such 'A' documents as time permits.

"d. ADVATIS will prepare stencils and reproduce sufficient copies of publications to satisfy its prescribed distribution. The stencils will then be forwarded to Base ATIS where all further reproduction and distribution will be accomplished.

"e. Army ATIS Advanced Echelons will prepare stencils and reproduce sufficient copies of publications to satisfy their prescribed distribution and then forward stencils to ADVATIS, which in turn will forward them to Base ATIS.

"f. Corps ATIS Advanced Echelons will prepare stencils and reproduce sufficient copies of publications to satisfy their prescribed distribution and then forward stencils through Army ATIS Advanced Echelons to ADVATIS, which in turn will forward them to Base ATIS.

"g. All stencils forwarded in accordance with above provisions will be accompanied by the original documents pertaining thereto.

"h. Ten copies of all publications prepared by ADVATIS, Army and Corps ATIS Advanced Echelons will be forwarded to Base ATIS."

## 2. STANDING OPERATING PROCEDURE INSTRUCTIONS No. 23, GENERAL HEAD- QUARTERS, SOUTH WEST PACIFIC AREA

SOP No. 23, General Headquarters, South West Pacific Area, 8 September 1944, sets forth standing operating procedure for ATIS, SWPA. The following detailed procedure is prescribed for the processing of documents in forward areas:

### "Examination of Captured Documents"

"1. All captured documents will be processed as follows:

a. All information of IMMEDIATE TACTICAL VALUE will be communicated verbally to local headquarters.

b. All documents will be shipped by first available transport to a designated higher headquarters or ATIS Advanced Echelon."

To the extent permitted by time before the DEPARTURE OF TRANSPORT:

(1) An inventory of all 'A' documents will be made.

(2) As many complete translations of 'A' documents as physical conditions permit will be made.

"2. All documents should be sent to a designated higher headquarters or ATIS Advanced Echelon within 24 hours of receipt, except as noted in Paragraph 3 below.

"3. Documents, including maps loaned to headquarters, will not be listed in inventories until returned to the language unit. Such documents will be entered in a new inventory listed as follows:

"Returned to (*Name of Unit*) Language Unit  
(*date*) 44 (*time*) hrs."

A brief statement indicating the persons to whom referred will be attached to each such document.

"4. A separate temporary batch will be made for each group of documents which are:

a. Captured on the same date.

b. Captured at the same place.

c. Received by the language unit at the same time.

d. Forwarded by the language unit at the same time.

"5. Temporary batch numbers will be given each batch of documents forwarded, and will be conferred as follows:

a. First digits will be the language unit number.

b. Followed by the letter 'D' (indicating Document).

c. Followed by the batch number to run consecutively from the number one. Example: 14D6.

# THE EXPLOITATION OF JAPANESE DOCUMENTS

"6. Separate inventories, which will be as complete as time of dispatch permits, will be prepared for each batch of documents in triplicate:

a. An original and one copy will be packed with the documents.

b. One copy will be retained by the language unit.

"7. All document inventories will be headed in form as follows:

CONFIDENTIAL

HEADQUARTERS.....

LANGUAGE UNIT No. ....

DATE.....

INVENTORY OF CAPTURED DOCUMENTS

BATCH..... CAPTURED AT..... DATE.....

By..... (Force Capturing).....Hrs.

Each document inventoried will be listed as a consecutively numbered item by brief description. If time permits, a complete description will be made (Paragraph 6, above).

"8. When time permits, the following facts will be listed concerning each document, and the abbreviations for such listing shown in parentheses are hereby authorized.

a. Number of sheets.

b. Whether loose (Ls) or bound (Bd).

c. Whether handwritten (Hw), carbon copy (Cc), mimeographed (Mm), or printed (Pt).

d. Whether sheets (Sh), sketches (Sk), maps (Mp), sketch maps (SkMp), book (Bk), diary (Dy), or manual (Man).

e. Owner (Ow), issued (Is), compiled (Cmp), or file (Fl).

f. Unit (U).

g. Date (D).

h. Brief description, e.g.: '12 Ls Cc SkMp Is: S.Sea Exp. HQ D Feb 43; Sub-routes btw SAIPAN - TRUK.'

'25 Pg Bk Hq Dy Ow: TANAKA, Tsugio. U: AKATSUKI 4775, D Dec 42 - Nov 43.'

"9. When time permits, translations will be made in the following order:

a. Documents of immediate tactical value;

(1) Extracts.

(2) Translations in full

"10. Rough translations will be attached to documents before packing and dispatching. All translations will be so identified that the name and location of the translator can be readily ascertained, and to this end, a code number will be assigned to all language personnel, the key to which will be filed with ATIS, SWPA.

"11. The processing of documents shall be in such manner as not to efface the originals or otherwise render them unsuitable for photographic reproduction.

"12. Typewritten translations marked conspicuously "DRAFT" will be made in triplicate and distributed as follows:

a. Original to designated ATIS Advanced Echelon for language checking and publication.

b. First carbon copy to G-2 or S-2 of Headquarters to which language unit is attached.

c. File copy to be retained by language unit.

"13. All translations will be headed:

'CONFIDENTIAL

HEADQUARTERS.....

LANGUAGE UNIT No. ....

DATE.....

Translations will be marked to show name and location of translator in accordance with Paragraph 10 above.

"14. Items in each typewritten translation will be listed:

a. By batch number, with date, unit, and place of capture, and time of receipt by language unit.

b. For each item, the same information as required for inventories (Paragraph 8. above) and a statement as to whether or not a translation in full or an extract has been made.

"15. The originals of typewritten translations will be packed with the original documents.

"16. When documents are packed, they will be marked: 'ATIS; G-2 APO.....(as directed),' and dispatched by fastest available means of transport."



## **Appendix B — SELECTION OF ADMINISTRATIVE FORMS USED IN THE PROCESSING OF DOCUMENTS**

---

1. BULLETIN ROUTING SLIP
2. SCANNING TITLE PAGE
3. CAPTURED MAPS—CHECK SHEET
4. MAP ROUTING SLIP
5. INFORMATION REQUEST SLIP
6. TRANSLATION FIRST SHEET
7. MANUSCRIPT ROUTING SLIP
8. TRANSLATION SUB-SECTION—TEAM REPORT

CONFIDENTIAL

ALLIED TRANSLATOR AND INTERPRETER SECTION  
SOUTH WEST PACIFIC AREA

BULLETIN ROUTING SLIP

	Urgent
✓	Priority
	Routine

15477-15481  
80011

BULLETIN NO. 1551.....

Chief Scan Team. *A. Dickson*.....

		IN		OUT		ELAPSED TIME		INITIAL
		DATE	TIME	DATE	TIME	DAYS	HOURS	
1. Chief Scan Sub-Sec	1. Documents received	OCT 13 1944	0830	OCT 13 1944	0955		1	<i>BB</i>
2. Capt Scan Team	2. Scan - prepare notes	OCT 13 1944	0955	16 Oct 44	1620	3	6	<i>PUR</i>
3. Prod Sec	3. Issue Inventory	OCT 16 1944	1622	OCT 17 1944	0900		16	<i>Pd.g.</i>
4. Capt Scan Team	4. To Conference	17 Oct 44	1615	17 Oct 44	1645		30	<i>PUR</i>
	Complete Manuscript	17 Oct 44	1645	17 Oct 44	1700		15	<i>PUR</i>
5. Chief Scan Sub-Sec	5. Final Check	17 OCT 44	1700	OCT 21 1944	1050	3	17	<i>BB</i>
6. Chief Editing Sub-Sec	6. Prepare brief	21 Oct 44	1050	22 Oct 44	1100	1	-	<i>Pd.g.</i>
7. O i/c Translation	7. Approve	OCT 22 1944	1105	OCT 22 1944	1150		45	<i>NS.</i>
8. Co-ordinator	8. Approve	OCT 22 1944	1200	OCT 22 1944	1210		10	<i>HL</i>
9. Prod Sec	9. Prepare Stencils	OCT 22 1944	1215	OCT 25 1944	0950	2	20	<i>Pd.g.</i>
10. Capt Scan Team	10. Check Stencils	25 Oct 44	1000	25 Oct 44	1515		5	<i>PUR</i>
11. Prod Sec	11. Issue Bulletin	OCT 25 1944	1525	OCT 26 1944	1000		18	<i>Pd.g.</i>
12. File	12. File Manuscript	OCT 26 1944	1005					<i>Pd.g.</i>

ATIS 51  
(A-6-44)

CONFIDENTIAL

CONFIDENTIAL

SCANNING TITLE PAGE

C. D. No. 15477

SCANNERS  
INITIALS TTI

PLACE AND DATE OF CAPTURE	upper LARUMA valley	2 Oct 44
REC'D NGF ATIS AE, Sixth Army ATIS AE, ETC (XIV Corps)		6 Oct 44
RECEIVED ATIS, SWPA		12 Oct 44
PRINTED, MIMEOGRAPHED, HANDWRITTEN, ETC	Handwritten	
DIARY, FILE, MAP, OP ORDERS, ETC	notebook	
CLASSIFICATION		
DATE OF ISSUE OR TERMINAL DATES	21 Jul 44 to 15 Sep 44	
PUBLISHERS, AUTHOR, ISSUING AUTHORITY, ETC		
OWNER AND UNIT	probably belonging to an officer of 17 Div	
SEAL, RECEIPT STAMP, ETC		
NUMBER OF PAGES	60	
PARTIALLY OR FULLY TRANSLATED BY AE	—	ITEM —
SUMMARY, EXTRACTS, FULL TRANSLATION, ETC	Extracts	

17 Inf Div will organize anew 17 Inf Group with  
the force on NEW BRITAIN Is.

2. 17 Inf Group will be reorganized as the

38 Ind. Mixed Brig. Included are:-

81 Inf Regt

arty Bn, - ISHII Force (石井)


Engt Co - SHIMAI unit (島井)

Sig Co - portion of Div Sig unit

ATIS 72  
A8-44

CONFIDENTIAL

CONFIDENTIAL		<input checked="" type="checkbox"/> Geographical Sub-Sec
ALLIED TRANSLATOR AND INTERPRETER SECTION SOUTH WEST PACIFIC AREA		Files - A
CAPTURED MAPS - CHECK SHEET		Files - B
SCANNING SUB-SECTION		
Scanners Initials: <i>AM</i>	Desk No: <i>80</i>	Date: <i>6 Nov 44</i>
Title of Map: <i>Southern China - Philippines</i>		
Scale: <i>1:2,000,000</i>	Classification: <i>Restricted</i> (Stamped/Printed)	
Published or issued by: <i>Land Survey Dept, HQ of the GS</i>		Date: <i>Apr 41</i>
Place and date of capture: <i>Aitape - 22 Apr 44</i>		
No of copies: <i>One</i>	No of different maps:	
Remarks on significant features and markings on front or back:  <i>Showing air routes</i>		

GEOGRAPHICAL SUB-SECTION		Area Letter: <i>General</i>
Area: <i>CHINA, HAINAN, FORMOSA, PHILIPPINES</i>		
Lat's:	Long's:	Grid: <i>30'</i>
Adjoining Sheets:		Insets:
Type of Map: <i>Air Navigation Chart No. 9</i>	Language: <i>JAPANESE</i>	
Colours: <i>Full color</i>		
Size: <i>31" x 43"</i>	Condition: <i>Fair</i>	
Reprint of: Copied from: Tracing of:		
Previously captured: <i>yes</i>	Reprod: Noted:	Doc <i>1161, 12680</i> No: <i>11522, 13752</i>
Remarks: <i>Air routes possibly differ. Suggest note and ref air.</i>		
Refer to Geog Sub-Sec:	Received:	Returned:

SCANNING CONFERENCE		Date: <i>7 Nov 44</i>	
Doc Number: <i>15934</i>	Reprod: Noted:	Item:	Page:
Referred and Remarks:  <i>AIR</i>			



Date.....

SECRET

ALLIED TRANSLATOR AND INTERPRETER SECTION  
SOUTH WEST PACIFIC AREAS

MAP ROUTING SLIP

No. 15520

Date OCT 23 1944

Please check as indicated and pass on without delay and strictly in accordance with following routing.

On completion, document is to be returned to ATIS, SWPA.

OTHER AGENCIES

If reproduction is NOT requested by any of the above Headquarters, please signify below should you require original referred back to you when circulation has been completed.

1	TO	TO		INITIAL	DATE	TIME	Should this be reproduced	
							Yes	No
		/	ALLIED NAVAL FORCES	QSP	31 Oct 44	1200	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		✓	ALLIED LAND FORCES	Ksp	8 Nov 44	1445	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			ALLIED AIR FORCES				<input type="checkbox"/>	<input type="checkbox"/>

REMARKS

Please keep portion set aside by Navy for translation apart from rest of document.

ATIS 21A  
(A 10-43)



ALLIED TRANSLATOR AND INTERPRETER SECTION SOUTH WEST PACIFIC AREA				13605			
Urgent				Secret			
Priority				Confidential			
Routine				Restricted			
From	Initial	Date	Time	To	Initial	Date	Time
				0 i/c INF SECTION	2	9 Nov 44	1230
1 NS		9 Nov 44	1210	0 i/c TRANS SECTION	3	9 Nov 44	1300
				Chief TRANS SUB-SEC			

Doc No. 13605

Translator T. S. J. Watson

Desk No. 30

## Information Requested

RUMINDATSUKU. GAWA  
ルミンダツク川

PURORIDA BURANKA  
プロリダ ブランカ

KAROTTOKOTTO JIMA  
カロツトコツト島

## Information Supplied

LUMINDAC RIVER (BATANGAS)  
14° 6' N - 120° 43' E

FLORIDA BLANCA (PAMPANGA PROVINCE)  
14° 54' N - 120° 32' E

KALOTROT ISLAND (TAYABAS PROVINCE)  
14° 54' N - 122° 9' E

## CONFIDENTIAL

NOTE FOR TRANSLATORS - Read Bulletin No. 77/ before translating.

TRANS: T/3 Toshi Ogawa T/4 H. Takahashi	Desk No. 48	DOC NO: 9401
STARTED 24 May 44		ATIS NO: —
DATE: COMPLETED 19 Jul 44		
JAP CHKD BY: A.H. Fujikawa	DATE: 20 Jul 44	PUBLICATION: Enemy Publication No. 180
ENG CHKD BY: A.H. Fujikawa	DATE: 20 Jul 44	DATE: 11 September 44
TEAM: K		PRIORITY: A+
ORIGIN: Cape Gloucester		DATE CAPTURED: Unknown
BULLETIN TITLE: (State issuing authority if any) (Bulletin title must be reproduced in full)		
Printed manual entitled "Signal Communications Manual, Part II."		
Publisher and date of publication unknown. Owner and Unit not stated. 252 pp, with charts and 13 diagrams attached. Book II, Chap 2 (pp 109-155 and Chap 4 (pp 187-194)		
Doc Page	<u>Chapter II</u>	
109	Type 94 Mk 3 C Wireless Set	
	Sec A. Handling of Equipment	
	The signal set is usually used while housed in the Mk 1 box. Remove the cover and place the box on top of the Mk 3 and Mk 4 boxes which are usually stacked, or if necessary place it on the ground. Remove the front cover of the signal set and stand it against the Mk 1 box with the painted surface facing	

ATIS 6-2  
(A-7-44)Page No. 1  
CONFIDENTIAL

CONFIDENTIAL

ALLIED TRANSLATOR AND INTERPRETER SECTION  
SOUTH WEST PACIFIC AREA

MANUSCRIPT ROUTING SLIP

From	Initial	Date		To	Initial	
1	SPB	JUN 24 1944	Chief TRANS SUB-SEC			
			RECORD	2	SPB	24 June '44 1225
			CO A.N.F. UNIT	5		
			CO A.L.F. UNIT	3	SCAM	JUN 24 1944 1415
			CO A.A.F. UNIT	X		
			CO-ORDINATOR	6	FM	24 JUN '44 1435
			CHIEF EDIT SUB-SEC	7	SPB	25 Jun 44 1645
			O i/c TRANS SECTION	8	SPB	26 Jun 44 1100
			RECORD	9	SPB	26 Jun 44 1130
			O i/c INFO SEC	10	SC	JUN 26 1944 1445
			CO-ORDINATOR	11	FM	26 JUN '44 1500
			O i/c PROD SEC	12	SPB	AUG 3 1944 0945
			FILE	13	SPB	3 Aug 44 1015
			ORIG DOC REQUIRED			

PUBLISH? Blue for Navy

Red for Army

Green for Air

Instructions: EP

REMARKS

Directing authority A L F Unit

TO EXPEDITE: IF ANY SERVICE DESIRES FULL TRANSLATION, CROSS OFF OTHER SERVICES.

(Use back of Sheet if Necessary)

CONFIDENTIAL

(ATIS 50)  
(A-3-44)

RESTRICTED

ALLIED TRANSLATOR AND INTERPRETER SECTION  
SOUTH WEST PACIFIC AREA

TRANSLATION SUB-SECTION

Team Report for the week ending 1100 hours, Sunday 15 Oct 1944.  
TEAM ...L.....

Desk No.	Translator	Manuscript Pages								Proficiency		Diligence
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Jap	Eng	
36	Lt. (JG) E.W. KOSSTON			Scanning								
35	M/Sgt M. YONEMURA			Checking								
42	Lt. (JG) D.M. BONSECK			Scanning						B	A	B
30	S/Sgt M. DRUMMOND			Scanning						B+	A-	A
29	T/3 B. MORIWAKI			Scanning						B+	A-	A
28	T/4 T. TAKANO	4	4	4	Leave				12	B	B	A
41	T/4 L.H. NEGRONO			Scanning						B+	A-	B+
40	T/4 H. IIDA			Scanning				4	4	B-	B	B
34	T/5 J. NICKAL	3	4	3	4	4		4	21	B	B+	A

Documents Held:

13047-A - Desk No 34  
11490-A - " " 34  
12658-A - " " 28

CHECKING

5202-A  
9072-A  
7218-A  
12283-A  
13273-A

Remarks: 11480-A - IN for CONFERENCE

Date: Grading: A-Excellent, B-Good,  
C-Fair, D-Poor

Edward W. Rosten (Signature) USNR  
Team Captain

M/Sgt M. Yonemura (Signature)  
Asst Team Captain

RESTRICTED

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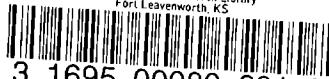
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