



MESSAGES OF THE PRESIDENT  
**JOSE P. LAUREL**  
1943-1945

**BOOK 2 | VOLUME 7**  
Instruction Numbers

**Instruction No. 1**  
**Re: CONTROL OF TRANSPORTATION FARES**

*February 20, 1942*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
Manila

Sir:

This is to advise you that I have instructed the Commissioner of Public Works and Communications regarding the suppression of rise in transportation fares, copy of which is herewith attached for your information.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*February 14, 1942*

To the COMMISSIONER OF PUBLIC WORKS  
AND COMMUNICATIONS  
Executive Commission of the Philippine Islands

INSTRUCTION NO. 1  
CONTROL OF TRANSPORTATION FARES

In order to control fares of various means of transportation, caused by the limitation of automobile transportation, and also as a means to relieve the congestion in passenger traffic, it is instructed that you will make the following arrangements:

As to the supervision provided for in section 5 herein stated, when you find the cooperation of our Military Police necessary for the enforcement of same, we request that you will advise us at such times.

1. The freight and passenger fares of any vehicle shall be, for the time being, and in principle, on prewar level. Provided, however, you may continue to enforce the tariff rate published by the Philippine Administration or any municipal government if it has been promulgated after the beginning of the war.

2. The tariff of fares, which shall be set up according to the preceding section and in compliance with the following rules, shall be presented to the Transportation Department of the Military Administration Office.

(a) Tramways:

To maintain the prewar level.

(b) Carromata, calesa and carretela:

Standard fares by distance or by the length of time are to be fixed on the prewar basis. Gratuity is to be prohibited.

(c) Auto bus (including auto calesa, carretela bus, and such like:

To maintain the prewar level, however, the increase of the minimum fare, the shortening of traveling distance for the minimum fare or the abolition of the minimum fare shall be considered as a means of suppressing the short-distance passengers.

(d) Others [including automobiles of various kinds and all other vehicles not included in the paragraphs (a) to (c).

Standard tariff to be fixed on the basis of the preceding paragraphs.

3. If it is found out that it is difficult to keep up such transportation business smoothly and efficiently with the fares provided for in the above sections, due to the rise in the price of fuel, grease and parts, necessary for running and maintenance of such vehicles, or in the price of other necessary equipment therefor, or of the expenses for the maintenance and repairs, you shall prepare a draft of revised tariff and present same to the Transportation Department for approval.

4. Reorganizations or amalgamations of corporations and firms shall be considered for the rationalization and efficient working of all the means of transportation, and for the strict enforcement of the regulated freight and fare rates. When such plans are made, their outlines shall be previously notified to the Transportation Department for approval.

5. The freight and fare rates fixed under section 2, and other matters relating thereto, shall, by means of administrative notifications or any other effective and proper means, be made thoroughly known to the public and the parties directly concerned, and the violation of the regulations shall be prevented through self-restraint of the public. At the same time, all necessary measures of supervision shall be taken for the

strict enforcement of the regulations, and any person who violates the regulations shall be punished. It is further necessary to supervise those chauffeurs and others who, without proper reasons, refuse requirement of would-be passengers or of those who desire to utilize vehicles.

6. Rules laid out in the present instruction shall, for the time being, be enforced in the City of Greater Manila and its surroundings, and shall be gradually extended to other districts.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 2**  
**INSTRUCTION CONCERNING THE REOPENING**  
**OF SCHOOLS**

*February 19, 1942*

Mr. CLARO M. RECTO

Commissioner of the Department of Education, Health and Public Welfare of the Philippines, Manila.

Concerning the reopening of schools in the Philippines, the following rules shall be complied with and all necessary preparations shall be made as soon as possible in accordance therewith.

(1) Prior to the reopening of schools, the new educational principles which the Commander-in-Chief of the Imperial Japanese Forces in the Philippines instructed to the Chairman of the Executive Commission shall be fully understood by the principals, teachers and other school authorities concerned, who shall pledge themselves to strictly observe the said principles.

(2) Students and pupils shall be taught in accordance with the spirit of the above-mentioned principles throughout the courses of instruction.

(3) New textbooks shall be compiled in near future, in order to meet with the changed circumstances but for the time being the old ones shall be permitted for the purpose of instruction after improper and unsuitable parts of them being eliminated by the Textbook Examining Committee, consisting of Japanese and Filipino experts.

(4) Permission for reopening schools shall be given in conformity with the following order:

(a) Reopening shall be started with the elementary grade and be gradually extended to the higher:

(b) Among higher grade institutions, normal t schools, and those of natural sciences, that is agriculture, fisheries, medicine, engineering, etc., shall be reopened first.

(c) Government and public schools shall be reopened earlier than private schools.

(d) Schools, administered or owned by the Chinese or any other hostile nationals shall not be reopened until further instructions. Proper consideration shall be rendered to the transfer of the students and pupils of these schools to others.

(5) When any school be reopened or permitted to be reopened the report of all particulars shall be submitted to the Chief of the Japanese Military Administration.

**Y. HAYASHI**

*Director-General of the Japanese  
Military Administration*

*Source: Office of the Solicitor General Library*

**Instruction No. 3**

**REGISTRATION REPORT OF WATER TRANSPORTATION FACILITIES IN THE PHILIPPINES**

*February 17, 1942*

The CHAIRMAN

The Philippine Executive Commission

This is to advise you that I have written a letter addressed to the Commissioner of Public Works and Communications regarding the above subject, copy of which is attached herewith simply for your reference. In the above letter I have explained the newly adopted system of registration of all kinds of water transportation facilities in the Philippines and asked him to handle the business in accordance with the notification referred to in the attached copy.

DIRECTOR-GENERAL OF THE MILITARY  
ADMINISTRATION

**INSTRUCTION NO. 3**

**Re: REGISTRATION REPORT OF WATER TRANSPORTATION FACILITIES IN THE PHILIPPINES**

*February 17, 1942*

The Commissioner of the Department of Public Works and Communications,  
The Philippine Executive Commission

With the object of obtaining a complete new record of the condition of all Philippine water transportation facilities, together with the object of keeping the record thus obtained as the basic one to be referred to whenever necessary in regard to the shipping administration, I beg to request you to attend to the matter of registering all kinds of water transportation facilities in the Philippines in accordance with the following rules.

DIRECTOR-GENERAL OF THE MILITARY  
ADMINISTRATION

**NOTIFICATION**

1. Any individual, firm, government office, etc., in the Philippines who owns or administers any kind of watercraft such as steamships, motorboats, launches, lighters, scows, cascos, bancas, etc., located in the Philippine Islands, including those which are being operated by the Japanese Forces, should be notified to the effect that they should submit reports for registration to your Department as promptly as possible.

The foregoing registration system does not apply to those foreign vessels which call at Philippine ports, but to those which have been registered at Philippine ports and which are not located at present in the Philippine Islands.

2. To facilitate the submission of such reports in due course, printed forms will be provided by the Japanese Military Administration Office, the provisional form of which is attached herewith shown as form No. 1 and persons concerned should be advised to accomplish said form. When the contents of the reports have been checked and they are correct, then each item of the said reports should be transcribed to the corresponding item in the printed form No. 2 with the headline "Certificate for Registration of Watercraft" which will also be provided by the Japanese Military Administration Office, the provisional form of which is attached herewith simply for your reference. The above transcription should be made in duplicate and be written in English. Then they should, together with the original report, be submitted to this Department without delay.

3. The Japanese Military Administration Office will certify the report after an inspection giving endorsement to the original of form No. 2. Then it will be returned to your Department. The said original should be returned to and kept by the owner or administrator of watercraft.

The original registration report will also be returned and kept by your Department.

4. You may, when necessary, authorize and order any provincial government or municipal office to handle, in place of you, the business of receiving-registration reports and granting the original of the "Certificate for Registration of Watercraft" to the owners or administrators. In such cases, investigation of and judgment on the original reports shall be done by any provincial government or municipal office under your responsibility.

5. Owners or administrators of watercraft should be notified by you clearly that if they fail to submit the registration reports herein-above required they may neither receive nor be entitled to the protection of the Japanese Forces or the Philippine Government, as a consequence of which they should be asked by you to submit reports as soon as possible.

6. Executive orders shall be, if necessary, issued by you in order to carry out smoothly this function.
7. This system of registration is intended to cover all over the Philippine Islands, first starting from Manila City and its suburbs and then gradually extending its sphere of application to the provinces as soon as the provincial governments' organization shall be completed.

[FORM NO. 1 – REGISTRATION REPORT OF WATERCRAFT]

[FORM NO. 2 – CERTIFICATE FOR REGISTRATION OF WATERCRAFT]

*Source:* Office of the Solicitor General Library

**Instruction No. 4  
REOPENING OF THE PHILIPPINE POSTAL  
ADMINISTRATION**

*February 21, 1942*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
SIR

I wish to advise you that I have instructed the Commissioner of Public Works and Communications regarding the reopening of the Philippine Postal Administration, of which a copy is hereto attached.  
Respectfully,

DIRECTOR-GENERAL OF THE MILITARY  
ADMINISTRATION

**INSTRUCTION NO. 4  
INSTRUCTION CONCERNING THE REOPENING OF POSTAL ADMINISTRATION IN  
THE PHILIPPINES**

*February 21, 1942*

To Mr. QUINTIN PAREDES  
Commissioner of Department of Public Works and Communications  
The Executive Commission of the Philippines

In connection with the order given by the Commander-in-Chief of the Imperial Japanese Forces to the Chairman of the Executive Commission regarding the subject above-mentioned, you are hereby instructed to handle the postal administration for the time being in compliance with the following rules:

1. Postal matter to be handled shall be limited to those kinds mentioned hereunder. It is, however, to be noted that such restriction shall be gradually removed.

- (a) Letters.
- (b) Post cards.
- (c) Newspapers, the publication of which is authorized by the Imperial Japanese Forces.
- (d) Printed matters for publicity purpose, sent by the Imperial Japanese Forces, by the Government offices of the Philippines, and by those who have obtained necessary permissions from the Imperial Japanese Forces.
- (e) Postal money order, excluding any telegraphic money order.

2. Regulations on postal matters.

(a) Writing of names and addresses of senders to be obligatory. Addresses and names of both senders and addressees shall be written clearly on letters as well as on post cards.

(b) Restriction of languages.

For efficient censorship, the languages to be used shall be limited for the time being to Japanese, Tagalog, English and Spanish only.

(c) Restriction on the use of codes, argots, etc. No secret methods of communication such as using codewords, argots, etc., shall be allowed for postal matters.

(d) Postal matters not complying with the foregoing rules should be confiscated.

(e) In order to avoid any difficulty in the handling of the postal money order and banking services necessary restrictions shall be provided for as to the amount of money to be paid for the orders issued prior to the date of the reopening of postal administration, and also as to the amount of money to be withdrawn from the deposits made before the said date.

3. Postage stamps.

Former Philippine stamps with certain additional printing shall be used for postal matters.

4. Reopening of post offices in Greater Manila.

Post offices located in Greater Manila shall first be reopened for public service; and gradually the sphere for postal services shall be extended to the provinces.

5. Liquidation of postal matters undelivered.

(a) Registered mails and official mails shall, after being censored, be forwarded to addressees or sent back to senders, as far as possible. Other mails shall be kept in the post offices.

(b) Parcels shall, after their contents have been inspected, be treated in the same manner as above.

(c) Mails to foreign countries, which do not come under the preceding two items, should undergo censorship and, if necessary, they shall be destroyed in the presence of representative of the Imperial Japanese Forces.

(d) Other postal matters undelivered should be destroyed at respective post offices in the presence of representative of the Imperial Japanese Forces.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source:* Office of the Solicitor General Library



**Instruction No. 5**  
**INSTRUCTIONS CONCERNING THE ESTABLISHMENT OF THE EMPLOYMENT**  
**OFFICE**

*February 22, 1942*

Mr. CLARO M. RECTO  
Commissioner of Education, Health and  
Public Welfare  
Manila

In order to help the unemployed to get jobs, an employment office must be established as soon as possible according to the following:

1. The district: Within the boundary of Greater Manila.
2. The organization: The office must be established in Greater Manila under the direct supervision of the Education, Health and Public Welfare Department.
3. The function: The office must take charge of the registration of the unemployed according to their reports, and help them to find jobs by accepting the applications for laborers from enterprisers, public or private.
4. The wages:

(1) The standard:

(a) General Laborers—		
Man	Daily wages	₱0.80
Woman	Daily wages	0.60
(b) Carpenter, plumber or artisan	Daily wages	from ₱1.50 to ₱1.70
(c) Skilled mechanic	Daily wages	₱2.00

The above-mentioned are the standard wages of eight-hour labor in Greater Manila, and for every one hour overtime ₱0.10 additional must be paid. Outside of Greater Manila the wages must be 80 per cent of those in Greater Manila.

(2) The method of the enforcement of the preceding wages:

The preceding standard of wages shall be applied to the laborers who are employed through the agency of the office. This must be done under the guidance of the office, but not by any laws or regulations.

5. The existing labor acts (for instance, the eight-hour law) shall not be available any more.

DIRECTOR-GENERAL OF THE MILITARY ADMINISTRATION, MANILA

*Source: Office of the Solicitor General Library*

**Instruction No. 6**  
**DETAILED INSTRUCTIONS BASED ON**  
**THE GUIDING PRINCIPLES OF**  
**ADMINISTRATION**

**I. REGARDING MATTERS OF GENERAL CHARACTER:**

A. In the state administration, a special consideration shall be paid to the matters mentioned below:

- (1) Official discipline shall be enforced strictly. The entire personnel shall be required to pledge their loyalty to the Imperial Japanese Forces, and they shall have self-consciousness as a paragon of the people.
- (2) Proper supervision and control over various Departments and Bureaus shall be exercised, so as to insure organic activity of the entire Administrative Organs as well as the uniformity of administrative policies.
- (3) In the alteration or abolition of any system or organization, or in the legislation, revision, amendment or abolition of laws and regulations, it shall be carried out to meet with the new situation, without being shackled by precedents.
- (4) In putting into practice any system or organization or in the execution of administrative policies, caution shall be taken to refrain from resorting to easy courses, and elasticity shall be given to such systems and policies to meet with the development of the situation.
- (5) In conducting respective functions, it shall be the primary consideration to demonstrate the highest efficiency.

B. *Liaison and Report:*

1 *Liaison.*— There shall be established a close contact with the Office of the Japanese Military Administration. For matters mentioned below, the Office of Japanese Military Administration shall be informed and consulted before they will be put into operation:

- (1) Matters relating to important personnel;
- (2) Appointment and dismissal of Japanese staffs;
- (3) Important matters concerning budgetary and administrative affairs;
- (4) Matters, such as the revision, amendment or abolition of laws and orders, and important statements to be issued by directors of central administrative organs or by any higher officials;
- (5) Important matters for decision to be taken by directors of central administrative organs or any higher officials; and
- (6) Such other matters as are considered necessary by the Office of the Military Administration.

2. *Report.*—On the matters mentioned below, a report shall be submitted promptly to the Office of Japanese Military Administration:

- (1) Matters on which planning, study, or investigation has been instructed from the Office of Japanese Military Administration;
- (2) Actual condition of the administration of certain matters, which has been instructed from the Office of Japanese Military Administration;
- (3) Matters to be or which have been taken up by the meeting of the Executive Commission; and
- (4) Such other matters as are designated by the Office of the Japanese Military Administration.

**II. REGARDING THE DEPARTMENT OF FINANCE AND BUDGET AND AUDITING OFFICE:**

A. *Detailed Instructions:*

1. *Regarding administrative organs.*—Offices and personnel shall be reconstituted and reshuffled in order to make necessary adjustment, placing the enhancement of the efficiency of office work as the primary consideration.

2. *Regarding financial administration:*

- (1) All expenditures not urgent nor necessary shall be entirely curtailed with a view to decreasing general administrative expenses in accordance with principle No. 2, C.
- (2) Efforts shall be made to restore the taxation system as promptly as possible, with a view to insuring revenues.
- (3) Taxes shall be imposed and collected, for the present, in accordance with the provisions of the existing laws and regulations. Since, however, a considerable number of these laws and regulations require amendments from the viewpoint of economic and social policies, amendment of the existing laws and regulations shall be studied and drafted, together with the ways and means of increasing taxation and of imposing new taxes, both of which are urgently needed at present.

3. *Regarding banking:*

(1) As to banks and other financial institutions which are, at present, under the direct control of the Imperial Japanese Forces, but whose functions will, by decrees, be placed under the supervision and control of the Department of Finance in future, close supervision shall be exercised, with a view to preventing funds from being used for purposes not urgent or inappropriate, thus contributing, through financial control, towards the steady development of the Philippine economy.

(2) As to the increase in deposits, special attention shall be paid in order that the Filipinos may entertain hopes for future prosperity, and overcome present inconveniences and privations, through the encouragement of their spirit of saving.

*B. Liaison and Report:*

1. *Liaison.*—On the matters mentioned below, the office of the Japanese Military Administration shall be informed and consulted before they will be put into practice:

- (1) Matters concerning important personnel within the Department;
- (2) Important matters concerning budgetary, taxation, financial and banking administration;
- (3) Matters, such as revision, amendment or abolition of laws and orders, and important statements to be issued by directors of central administrative organs or by any higher officials;
- (4) Important matters for decision to be taken by directors of central administrative organs or by any higher officials; and
- (5) Such other matters as are considered necessary by the Advisers.

2. *Report.*—On the matters mentioned below, a report shall be promptly submitted to the Office of Japanese Military Administration:

- (1) Matters on which planning, study or investigation has been instructed from the Office of Japanese Military Administration;
- (2) Actual condition of the administration of certain matters, which has been instructed by the Office of Japanese Military Administration; and
- (3) Such other matters as are designated by the Advisers.

III. REGARDING THE DEPARTMENT OF THE INTERIOR:

*A. Detailed instructions:*

1. Administrative organs, especially the provincial administrative organs and their personnel, shall be reconstituted and reshuffled in order to make necessary adjustments.
2. A concrete measure pertaining to the organization of a police system shall be established.
3. A concrete and practical measure shall be studied in order that the peaceful intention of the Imperial Japanese Forces may be known to the Filipinos and that the refugees may go back to their homes as soon as possible.

*B. Liaison and Report:-*

1. *Liaison.*—On the matters mentioned below, the Office of Japanese Military Administration shall be informed and consulted before they will be put into practice:

- (1) Matters concerning important personnel within the Department;
- (2) Important matters concerning budgetary and internal administration;
- (3) Matters, such as revision, amendments or abolition of laws and orders, and important statements and instructions to be issued by directors of central administrative organs or by any higher officials;
- (4) Important matters for decision to be taken by directors of central administrative organs or by any higher officials; and
- (5) Such other matters as are considered necessary by the Advisers.

2. *Report.*—On the matters mentioned below, a report shall be promptly submitted to the Office of Japanese Military Administration:

- (1) Matters on which planning, study or investigation has been instructed from the Office of Japanese Military Administration;
- (2) Actual condition of the Administration of certain matters, which has been instructed by the Office of Japanese Military Administration; and
- (3) Such other matters as are designated by the Advisers.

IV. REGARDING DEPARTMENT OF EDUCATION, HEALTH AND PUBLIC WELFARE:

*A. Detailed Instructions:*

1. Various educational, health and welfare organs shall be reconstituted or reshuffled in order to make necessary adjustments.

2. Preparations shall be made for the prompt reopening of schools in pursuance of the principles mentioned in the previous instructions.

3. Due attention shall be paid to public sanitation, and all necessary measures shall be taken for the prevention of epidemics.

4. Concerning the relief of the unemployed, there shall promptly be established definite and practical measures, such as employment agencies and others.

*B. Liaison and Report:*

1. *Liaison.*—On the matters below, the Office of Japanese Military Administration shall be informed and consulted before they will be put into practice:

(1) Matters concerning important personnel within the Department;

(2) Important matters concerning the administration of budgetary, educational, health and welfare affairs;

(3) Matters, such as legislation, revision, amendment or abolition of laws and orders, and important statements and instructions to be issued by directors of central administrative organs or by any higher officials;

(4) Important matters for decision to be taken by directors of central administrative organs or by any higher officials; and

(5) Such other matters as are considered necessary by the Advisers.

2. *Report.*—On the matters mentioned below, a report shall be promptly submitted to the Office of Japanese Military Administration:

(1) Matters on which planning, study or investigation has been instructed from the Office of Japanese Military Administration;

(2) Actual condition of the administration of certain matters, which has been instructed by the Office of Japanese Military Administration; and

(3) Such other matters as are designated by the Advisers.

**V. REGARDING THE DEPARTMENT OF AGRICULTURE AND COMMERCE:**

*A. Detailed Instructions: i 1. Regarding administrative organs:*

(1) Bureaus and divisions as well as their personnel shall be reconstituted and reshuffled in order to make necessary adjustments.

(2) Efforts shall be made to promptly organize and restore various organs, with a view to making orders and instructions given to various districts in the country thoroughly carried out.

2. *Regarding rice.*—Efforts shall be exerted to stabilize and restore the normal conditions of agrarian districts and make the populace attend to their industry with diligence, while all necessary measures shall be taken, for the present, to accelerate the supply of rice to the metropolis.

3. *Regarding resumption of work in liquid fuel factories, and control of prices.*—With regard to the resumption of work in liquid fuel factories and the control of prices, the principle laid down by the Commander-in-Chief of the Imperial Japanese Forces shall be thoroughly observed.

4. *Regarding necessities of life.*—With regard to important commodities indispensable to the lives of the Filipino people, the quantities of these goods in stock shall be thoroughly investigated and a detailed report shall be submitted concerning ways and means of insuring their constant supply.

*5. Regarding mining industries:*

(1) New applications for mining shall not be received for the present;

(2) The reopening of mines the operation of which has been suspended on account of war, shall be dealt with in accordance with the direction of the Office of Japanese Military Administration; and

(3) A report shall be submitted on mineral resources, conducting surveys on the kinds, amounts and qualities of minerals. At the same time, researches on mineral industries shall be conducted.

6 *Reports shall be submitted to the Office of Japanese Military Administration, making surveys on matters mentioned below:*

(1) Methods of diverting export crops, such as sugar, coconut, abaca and others, into other crops;

(2) Methods of increasing the production of foodstuffs, such as grains, vegetables, meat and dairy products;

(3) Possibility of cotton growing; and

(4) Surveys on commodity prices and cost of living.

*B. Liaison and Report:*

1. *Liaison.*—On the matters mentioned below, instructions of the Office of Japanese Military Administration shall be obtained before they will be put into practice:

- (1) Matters concerning important personnel within the Department;
- (2) Matters concerning budgetary affairs and important matters regarding industrial administration;
- (3) Matters, such as legislation, revision, amendment, or abolition of laws and orders, and important statements and instructions to be issued by directors of central administrative organs or by any higher officials; and
- (4) Such other matters as are considered necessary by the Advisers.

2. *Report.*—On the matters mentioned below, a report shall be promptly submitted to the Office of Japanese Military Administration:

- (1) Matters on which planning, study or investigation has been instructed from the Office of Japanese Military Administration;
- (2) Actual condition of the administration of certain matters, which has been instructed by the Office of the Japanese Military Administration; and
- (3) Such other matters as are designated by the Advisers.

## VI. REGARDING THE DEPARTMENT OF PUBLIC WORKS AND COMMUNICATIONS:

### A. *Detailed Instructions:*

1. Bureaus and divisions as well as their personnel shall be reconstituted and reshuffled in order to make necessary adjustments.
2. The administration of railway and water crafts, aviation, electricity and communications shall, for the present, be under the supervision and control of the Imperial Japanese Forces; and
3. Matters which come under the jurisdiction of bureaus of the said Department but not covered by the Preceding paragraph shall be executed in accordance with principle No. 6 of the Guiding Principles of Administration.

### B. *Liaison and Report:*

1. *Liaison.*—On matters mentioned below, the Office of Japanese Military Administration shall be informed and consulted before they will be put into practice:

- (1) Matters concerning important personnel within the Department;
- (2) Important matters concerning the administration of budget, public works and communications;
- (3) Matters, such as revision, amendment or abolition of laws and orders, and important statements and instructions to be issued by directors of central administrative organs or by any higher officials;
- (4) Important matters for decisions to be taken by directors of central administrative organs or by any higher officials; and
- (5) Such other matters as are considered necessary by the Advisers.

2. *Report.*—On the matters mentioned below, a report shall be promptly submitted, to the Office of Japanese Military Administration:

- (1) Matters on which planning, study or investigation has been instructed from the Office of Japanese Military Administration;
- (2) Actual condition of the administration of certain matters, which has been instructed by the Office of the Japanese Military Administration; and
- (3) Such other matters as are designated by the Advisers.

## VII. REGARDING THE DEPARTMENT OF JUSTICE:

### A. *Detailed Instruction:*

1. Offices and personnel shall be reconstituted or reshuffled in order to make necessary adjustments, placing the enhancement of the efficiency of office work as the primary consideration.
2. In the disposition of criminal cases, emphasis shall be put on the speedy solution of cases, on giving severe punishments to felonious criminals and lenient treatment to whoever deserves it, so as to deter others from committing crimes;
3. Crimes, committed by taking advantage of the confusion created by the present emergency, shall be severely punished as enemies of the Filipino people;
4. Criminal cases, which are punishable as acts in violation of the martial law or proclamations of the Imperial Japanese Forces, shall be promptly transferred to the Japanese Military Authorities, and necessary cooperation shall be extended to the said authorities; and
5. Trial of civil cases, requiring application of laws inconsistent with the new situation under the Japanese Military Administration, shall be temporarily suspended.

### B. *Liaison and Report:*

1. *Liaison*.—On the matters mentioned below, the Office of Japanese Military Administration shall be informed and consulted before they will be put into practice:

- (1) Matters concerning important personnel within the Department;
- (2) Important matters concerning budgetary and judicial administration;
- (3) Matters, such as revision, amendment or abolition of laws and orders, and important statements and instructions to be issued by directors of central administrative organs or by any higher officials.
- (4) Important matters for decisions to be taken by directors of central administrative organs or by any higher officials; and
- (5) Such other matters as are considered necessary by the Advisers.

2. *Report*.—On the matters mentioned below a report shall be promptly submitted to the Office of Japanese Military Administration:

- (1) Matters on which planning, study or investigation has been instructed by the Office of Japanese Military Administration;
- (2) Actual condition of the administration of certain matters, which has been instructed by the Office of Japanese Military Administration;
- (3) Crimes committed by taking advantage of the confusion created by the present emergency;
- (4) Cases concerning Japanese residents; and
- (5) Such other matters as are designated by the Advisers.

*Source: Office of the Solicitor General Library*

**Instruction No. 7**  
**INSTRUCTION CONCERNING THE SPEEDING**  
**UP OF THE CONSTRUCTION OF UNFINISHED SECTION OF THE**  
**NATIONAL ROAD NO. 1**

*March 2, 1942*

To Mr. JORGE B. VARGAS  
Chairman of the Executive Commission  
of the Philippines  
Manila

This is to inform you that regarding the above matter, we have instructed the Commissioner of Public Works and Communications of your Commission by sending him an instruction letter, copy of which is attached herewith for your reference.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*March 2, 1942*

To Mr. QUINTIN PAREDES  
Commissioner of the Department  
of Public Works and Communications

**INSTRUCTION NO. 7**  
**INSTRUCTION CONCERNING THE SPEEDING UP OF THE CONSTRUCTION OF UNFINISHED**  
**SECTION OF THE NATIONAL ROAD No. 1.**

The construction of the unfinished section of the national road No. 1, Camarines Norte-Tayabas interprovincial road, Camarines Norte side, the length of which is about 15 kilometers, is considered urgently necessary and must be completed within the shortest possible time. This work, therefore, must be commenced immediately and carried out in accordance with the following schedule:

**SCHEDULE**

1. Section of the road to be constructed: From near the boundary line of the Province of Tayabas to the inner part of the Province of Camarines Norte, Camarines side.
2. Extension of the work: About 15 kilometers in length.
3. Date to start the work: Immediately.
4. Date to finish the work: The end of May, 1942.
5. Cost of the work: The estimated cost is 107,000 pesos.

The necessary loan for this purpose may be obtained from the Imperial Japanese Forces if the Commissioner of Public Works and Communications should take the matter up with the Department of Finance of the Japanese Military Administration.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 8**  
**INSTRUCTION CONCERNING THE ASSISTANCE**  
**OF THE DEPARTMENT OF PUBLIC WORKS**  
**AND COMMUNICATIONS IN THE CREATION**  
**OF SPECIAL "ROAD SQUAD GANG"**  
**FOR THE RECONSTRUCTION OF DAMAGED**  
**BRIDGES, ETC.**

*March 6, 1942*

To Mr. JORGE B. VARGAS  
Chairman of the Executive Commission  
of the Philippines  
Manila

With regard to the above subject, we have written an instruction letter addressed to the Commissioner of the Department of Public Works and Communications as per separate copy, which please take note of.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

**INSTRUCTION NO. 8**  
**INSTRUCTION CONCERNING THE ASSISTANCE OF YOUR DEPARTMENT IN THE CREATION**  
**OF SPECIAL "ROAD SQUAD GANG" FOR THE RECONSTRUCTION OF DAMAGED BRIDGES,**  
**ETC.**

*March 6, 1942*

To Mr. QUINTIN PAREDES  
Commissioner of the Department of Public Works and Communications, Manila

While the Imperial Japanese Forces are now endeavoring hard to reconstruct damaged bridges in various provinces, in view of the fact that it is necessary to complete the reconstruction work before the rainy season comes, you are requested to organize the new system of the special "road squad gang" so as to assist the Japanese Forces in the reconstruction work in compliance with the following conditions. In this connection, it is requested that you approach the Japanese Military Administration to obtain further instructions as to details not enumerated hereunder in order to carry out the function smoothly.

**CONDITIONS**

Number of persons (workers) of each special "road squad gang."

Each gang shall be composed of 50 persons (workers) with one head of the gang.

*I. Number of the special "road squad gang."*—The number of the special "road squad gang" required to set up shall be nine in total, in the meantime, with one gang in each province. The following are the nine provinces where the special "road squad gang" shall be stationed.

- (a)* Province of Rizal
- (b)* Province of Bulacan
- (c)* Province of Pampanga
- (d)* Province of Tarlac
- (e)* Province of Nueva Ecija
- (f)* Province of Pangasinan
- (g)* Province of Laguna
- (h)* Province of Tayabas
- (i)* Province of Batangas

*II. Duty of the special "road squad gang."*—Every gang shall, under guidance of the Road Corps of the Imperial Japanese Forces, be engaged mainly in the reconstruction work of various damaged bridges.

*III. Allowances to the gang.*—Meals and camp accommodation will be supplied to the gang by the Japanese Forces.

*IV. Wages of the gang.*—Wages of the gang shall be paid by your Department according to the instruction of the Japanese Forces. In this respect, the Japanese Forces may, if necessary, authorize the person in charge of wages and allowances to pay the wages to the workers in place of you.

*V. Detail of each gang.*—Detail of each gang is as described in the separate paper. Any worker shall be dismissed at once in any case of the following:



- (a) When the construction work requires to do.
- (b) Who are not proper to do their duties.
- (c) Who are considered to have committed misdemeanors.
- (d) When the Japanese Forces requires to do.

VI. *Position of workers.*—Workers shall be treated as civilians attached to the army.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

(1) OUTLINE OF ORGANIZATION OF GANG

Gang's number	Name of province	Date to finish organization	Place where workers show up after organized	Date and time together
1	Rizal	March 12	Manila in front of Dept. of P. W. and C. of P. G.	Noon, March 13
2	Bulacan	March 12	Malolos, in front of Provincial G.	Noon, March 13
3	Pampanga	March 12	San Fernando, in front of provincial G.	Noon, March 13
4	Tarlac	March 12	Tarlac, in front of Provincial G.	Noon, March 13
5	Nueva Ecija	March 15	Cabanatuan Provincial G. (in front of)	Noon, March 16
6	Pangasinan	March 15	Dagupan Station (in front of )	Noon, March 16
7	Laguna	March 15	Calamba Station (in front of)	Noon, March 16
8	Batangas	March 20	Batangas, in front of Provincial G	Noon, March 21
9	Tayabas	March 20	Lucena, in front of Provincial G.	Noon, March 21

(2) *Necessary staff of each gang:*

(a)	Head of gang	one.
(b)	Handling of personnel affairs	one.
(c)	Handling of general communication	one.
(d)	Handling of wages and allowances	one.
(e)	Others.	
(i)	It is necessary to employ as many persons who have experience or are skillful in wooden bridge construction as possible.	
(ii)	Ten carpenters are required in each gang. Each worker shall prepare himself his own (meal, equipment and bedding. Carpenters shall bring carpenter instruments with them.	

*Source:* Office of the Solicitor General Library

**Instruction No. 9**  
**INSTRUCTION CONCERNING THE IMPRISONMENT**  
**OF PERSONS SENTENCED**  
**UNDER MILITARY LAWS**

*March 10, 1942*

To Mr. JOSE LAUREL  
Commissioner of the Department of Justice  
of the Philippines  
Manila

In conformity with Order No. 7, which the Commander-in-Chief of the Imperial Japanese Forces gave to the Chairman of the Executive Commission of the Philippines on March 10, 1942, the Commissioner of the Department of Justice shall give proper instructions for the detention of such persons as may be delivered by the chief of the Japanese military prison, according to the following rules:

1. For the time being, the prisoners shall be detained in the New Bilibid Prison, Muntinglupa.
2. The detention shall be executed subject to the order of commitment to be given by the chief of the Japanese military prison.
3. Regular labour shall be required from said prisoners.
4. Said prisoners shall be generally kept in compounds or work in places separate from those of prisoners sentenced under Philippine laws.
5. The Executive Commission of the Philippines shall make adequate provision for the vigilance over, and the clothing and subsistence of, said prisoners.
6. Should any serious trouble arise concerning said prisoners, e. g., death, prison-breaking, etc., written reports shall be sent to the chief of the Japanese military prison through the Japanese adviser on Justice.
7. The release of said prisoners by reason of the expiration of the term of imprisonment or for any other reason shall be executed subject to the approval of the chief of the Japanese military prison, and the said approval shall be obtained, through the Japanese adviser on Justice, a week before such release.
8. The supervision, supply, treatment, reward and punishment, etc., concerning said prisoners shall be carried out subject to statutes, orders, ordinances, and customs of the Philippines, unless special instructions to the contrary are given by the Japanese Forces.
9. The Judge of the Japanese military court and the chief of the Japanese military prison may, at any time, inspect the compounds or places where said prisoners are kept or are at work.

Y. HAYASI  
*Director-General of the Japanese*  
*Military Administration*

*Source: Office of the Solicitor General Library*

**Instruction No. 10**  
**INSTRUCTION CONCERNING THE DISPOSITION**  
**OF CRIMINAL CASES AND**  
**REPORTS THEREOF**

*March 18, 1942*

To Mr. JOSE LAUREL  
Commissioner of the Department of Justice  
of the Philippines  
Manila

Disposition of criminal cases and reports thereof shall be carried out in accordance with the following rules:  
(I) Judicial organs of the Philippines shall dispose of all the criminal cases except those of the under mentioned crimes:

(1) Crimes against the military laws, regulations, ordinances, proclamations, or other orders issued by the Japanese Forces.

(2) Crimes having any relation with the strategic interest of the Japanese Forces or those which, in the opinion of the Military authorities, seriously affect peace and order in the areas occupied by said Forces.

(3) Crimes committed by Japanese subjects.

(II) Whenever any of the following crimes is filed with, dropped or dismissed by prosecuting officers or judicial courts, or sentenced (including sentences on appellate cases) by such courts, writ ten reports shall be sent to the Chief of the Japanese Military Administration, through the Japanese adviser on Justice, containing a summary of the criminal acts, the dates and places of the crimes, and the provisions of the law violated or involved, whether or not the offenders are under bail, and the actual status of the case. A copy of the decision rendered in each case shall be attached to the report. The description once made in the previous report may be omitted from the subsequent reports of the same case.

(1) Crimes against public order.

(2) Crimes against public interest.

(3) Crimes committed by public officers.

(4) Parricide, murder and homicide.

(5) Robbery, brigandage and highway brigandage.

(6) Arson.

(7) Crimes against Japanese subjects.

(8) Crimes punishable with death or imprisonment for life, and other sensational crimes which, in the opinion of the Commissioner of Justice, should be reported to the military authorities.

Y. HAYASI  
*Director-General of the Japanese*  
*Military Administration*

*Source: Office of the Solicitor General Library*

**Instruction No. 11**  
**PAYMENT OF BUS FARES CONNECTING MANILA**  
**WITH VARIOUS PROVINCES**

*March 23, 1942*

JORGE B. VARGAS, Esq.  
Chairman of the Executive Commission  
Manila  
SIR:

I wish to inform you that, as per copy attached hereto, a notification has been sent to the Commissioner of Public Works and Communications concerning the payment of bus fares connecting Manila with various provinces.

Respectfully,  
DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

**INSTRUCTION NO. 11**  
**PAYMENT OF BUS FARES CONNECTING MANILA**  
**WITH VARIOUS PROVINCES**

*March 23, 1942*

QUINTIN PAREDES, Esq.  
Commissioner of Public Works and  
Communications  
Manila  
SIR:

In connection with the operation of buses between Manila and Baguio, and of three other lines to be commenced on March 30th, 1942, you are hereby instructed to enter into contracts with the transportation companies concerned mentioned below and to pay charges on the basis of the following rates:

1. Manila-Baguio.  
Halili Transportation Co.  
Charge: Approximately ₱98.20 per round trip.
2. Manila-Tarlac.  
Angat Transportation Co.  
Charge: Approximately ₱60.48 per round trip.
3. Manila-Lucena.  
Pasay Transportation Co.  
Charge: Approximately ₱49.92 per round trip.
4. Manila-Batangas.  
Mateo Transportation Co.  
Charge: Approximately ₱41.50 per round trip.

The busses for each line will be operated once every week. For every kilometer, ₱0.20 will be charged for a bus operating between Manila and Baguio; ₱0.16 for other lines.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 12-I**  
**PAYMENT OF ALL EXPENDITURES FOR THE RECONSTRUCTION OF DAMAGED ROADS AND BRIDGES**

*May 1, 1942*

To Mr. QUINTIN PAREDES  
Commissioner of Department of Public  
Works and Communications  
Philippine Executive Commission  
(Through Chairman Jorge B. Vargas)

This is to inform you that your Department shall arrange for the payment of all expenditures accounted for by the Imperial Japanese Army, for the reconstruction work of damaged roads and bridges, in accordance with the following instructions:

1. All the expenses for the reconstruction work of the damaged bridges which this Administration instructed you the other day to accomplish in order to restore peace and order as well as the industrial activities in the Philippines, shall be paid for by your Department even though some portion of such work is accomplished and/or carried out by the Japanese Forces as mentioned in the subsequent instructions.
2. Your Department is liable to pay only for the expenditures incurred by the Japanese Forces in the reconstruction work hereafter, but not in the past, in due accordance with Instruction 1, above.
3. Your department is liable to pay only for the expenditures for logs, timber, lumber, etc., which are necessary for the reconstruction work required in Instruction 1, shall be paid for by your Department. Such materials are to be used both by your Department and by the Japanese Forces.
4. These materials, if supplied by the various supplying quarters of the Imperial Japanese Forces, are free of charge.
5. All expenditures incurred by the Japanese Forces and which are to be paid by your Department, shall be disbursed out of the Fund deposited for your account with the Intendance Corps (Keiri-bu) of the Imperial Japanese Army.
6. As to the details in regard to the expenditures, your Department will be advised by the Intendance Corps (Keiri-bu) of the Imperial Japanese Army in due course.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 12-I**  
**INSTRUCTION CONCERNING THE RECONSTRUCTION**  
**OF ROADS AND BRIDGES**

To Mr. QUINTIN PAREDES,  
Commissioner of the Department of Public Works  
and Communications  
The Philippine Executive Commission  
Through Chairman JORGE B. VARGAS

This is to request your department, Department of Public Works and Communications, to reconstruct the damaged bridges as promptly as possible according to the following principle:

1. The reconstruction work of the damaged bridges as shown in the separate plan is to be carried out by your department under the guidance of the Japanese Army.
2. Said reconstruction work must be durable and strong enough to stand through the rainy season.
3. Those damaged bridges on the trunk lines of the roads shall be reconstructed before the rainy season comes this year.
4. As those damaged steel bridges may be the causes of floods, it is requested to take them out before the rainy season, including other damaged bridges than those pointed out in the plan.
5. Among already constructed bridges, those which are directed separately shall be given utmost care for preventing damages from floods.
6. To carry on the above function smoothly, your department is requested to call necessary personnels as well as to prepare necessary tools, machineries, equipment, etc.
7. Your department shall keep close and constant touch with the Japanese Army in order to decide the ways and means of the work and to obtain necessary equipment and materials quickly.
8. As to the expenditures to be spent in completing the reconstruction work, your department I will be instructed separately.
9. Further details will be given to you later.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 13**  
**ADMINISTRATION AND REFUND OF ₱5,909,000**  
**LOANED TO THE CENTRAL ADMINISTRATIVE ORGANIZATION**

*March 30, 1942*

The Honorable JORGE B. VARGAS  
Chairman of the Executive Commission  
SIR:

In compliance with Order No. 10 of the Commander-in-Chief of the Imperial Japanese Forces dated March 30, 1942, the Chairman of the Executive Commission is hereby instructed to take necessary steps with a view to administering the funds subject to the following terms and conditions:

1. That proper and satisfactory guaranty to secure the payment of the amount of ₱5,909,000 be filed with the Philippine National Bank.
2. That a monthly report as to the unexpended balance of the fund as of the end of each month be submitted to the Director General of the Japanese Military Administration without delay.
3. That the refund of the amount to the Philippine National Bank be made as soon as possible and that a plan as to how the refund of the said amount to the Philippine National Bank should be carried out be submitted to the Director General of the Japanese Military Administration.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 14**  
**INSTRUCTION PROVIDED IN THE LOAN**  
**AGREEMENT BETWEEN THE YOKOHAMA**  
**SPECIE BANK, LTD., AND THE PHILIPPINE**  
**NATIONAL BANK**

*March 31, 1942*

Mr. VICENTE CARMONA  
President, Philippine National Bank  
Manila

DEAR SIR:

You are hereby instructed in accordance with Article No. 2 of the Loan Agreement between Yokohama Specie Bank, Ltd., and the Philippine National Bank, Manila, dated February 2, 1942, as follows:

“You will give a loan to Executive Commission of the Philippines up to the extent of ₱5,909,000.00 (Five million nine hundred and nine thousand pesos only) in Philippine currency.”

Yours truly,

Y. HAYASHI  
*Director-General of the Japanese*  
*Military Administration*  
S. KOBAYASHI  
*Bureau Chief, Financial Department*

*Source: Office of the Solicitor General Library*



**Instruction No. 15**  
**REOPENING AND RESUMPTION OF ACTIVITIES**  
**OF GOVERNMENT-OWNED OR**  
**CONTROLLED CORPORATIONS**

MANILA, *April 14, 1942*

The Honorable  
CHAIRMAN OF THE EXECUTIVE COMMISSION  
SIR:

This is to inform you that the Imperial Japanese Forces have decided to put the following government-owned or controlled corporations under military control and that you are requested to see that operation of these establishments is carried out efficiently under your guidance and supervision in accordance with the following instructions:

(1) Operation of each corporation shall be provisionally entrusted to a person who shall be recommended by you and approved by the Imperial Japanese Forces. It is, therefore, requested that you recommend a suitable person. A counsellor or counsellors recommended by the Office of the Japanese Military Administration shall be detailed to accomplish effective management.

(2) In order to reduce expenditure and to increase efficiency, it is required for each corporation to submit a fixed number of officials and employees and their payrolls for instruction to the Office of the Military Administration.

(3) Management of each corporation shall be placed under your supervision so as to have good result, laying more importance on execution of the Japanese Military operations, development of important natural resources and maintenance of the wellbeing of the Filipino people. Regarding the products of cotton mills and commodities directly connected with the demand of the military forces, it is required to follow strictly the instructions of the Military Administration in connection with their production and sale.

(4) It is required for each corporation to submit to the Military Administration a statement of receipts and expenditures and a tentative balance sheet at the end of every month in order to make clear the conditions of assets and liabilities.

(5) Management of each corporation shall be under supervision of a comptroller detailed by the Military Administration.

- (1) National Development Company
- (2) Cebu Portland Cement Company
- (3) National Food Products Corporation
- (4) Insular Sugar Refining Corporation
- (5) National Footwear Corporation
- (6) National Tobacco Corporation
- (7) National Abaca and Other Fibers Corporation
- (8) National Coconut Corporation

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 16**  
**INSTRUCTION CONCERNING THE INSPECTION**  
**OF BOOKS AND OTHER PUBLICATIONS**

*April 18, 1912*

CLARO M. RECTO  
Commissioner, Department of Education,  
Health and Public Welfare

SIR:

You are hereby instructed to take necessary steps in order that a survey of all books and other publications which are kept in libraries and libraries of schools, colleges and universities, except those kept in the libraries which are now occupied or sealed by the Imperial Japanese Forces, shall be conducted in accordance with the principle herein-below mentioned, and that those which are found to be improper after the survey shall be sent over to the Office of the Japanese Military Administration.

All books and other publications already published whose content comes within the purview of the following, shall be confiscated after due inspection.

1. Those that are written for anti-Japanese propaganda purposes;
2. Those that propagate democracy and aim at alienating axis powers from one another;
3. Those that repudiate war;
4. Those that are in contradiction with the fundamental principles of the Philippine educational renovation;
5. Those that are improper in the enforcement of military administration.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 17**  
**INSTRUCTION CONCERNING REOPENING OF**  
**POSTAL SERVICE IN VARIOUS PROVINCES**

*April 21, 1942*

To Mr. QUINTIN PAREDES

Commissioner of Public Works and Communications Philippine Executive Commission

(Through Chairman J. B. Vargas)

SIR:

You are requested to reopen the postal service in various provinces in accordance with the following directions:

1. The censorship in the provinces shall be handled at the post offices in the following places. The official postal matters dispatched by the Government offices in the Philippines and the usual postal matters received and distributed within the area under charge of the same post offices may be exempted from censorship in the meantime unless otherwise instructed by the Japanese authorities.

Manila (Rizal)

Vigan (Ilocos Sur)

San Fernando (La Union)

Dagupan (Pangasinan)

Baguio (Mountain Province)

Tarlac (Tarlac)

Cabanatuan (Nueva Ecija)

San Fernando (Pampanga)

Malolos (Bulacan)

Davao (Davao)

Censorship of postal matters between Greater Manila and provinces shall be taken charge of at the Manila Central Post Office.

The names of the post offices that are located in the various provinces south of Manila City which will handle censorship shall be advised later. In these provinces south of Manila City, therefore, postal matters received and distributed within the area under charge of the same post offices and those sent to Greater Manila City shall be put into service for the time being.

2. How to carry on the business of postal savings accounts deposited before the resumption of postal administration as well as postal money order and telegraphic transfer issued also before the reopening of postal administration shall be instructed otherwise.

3. It is allowed to send postal matters by the interprovincial buses which commenced to operate as from March 30, 1942.

4. As to details in respect of postal service in general the Adviser in the Department of Public Works and Communications of the Philippine Executive Commission is requested to instruct the provincial post offices.

**DIRECTOR-GENERAL OF THE JAPANESE**  
**MILITARY ADMINISTRATION**

*Source: Office of the Solicitor General Library*

**Instruction No. 19-2**  
**DECLARATION OF MOTOR VEHICLES**

*April 23, 1942*

Jorge B. Vargas, Esq.,  
Chairman, Philippine Executive Commission  
Manila

SIR:

I wish to enclose herewith, for your information, the copy of instructions given to the Commissioner of Public Works and Communications, in connection with the declaration of motor vehicles.

Yours truly,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 21**  
**RESUMPTION AND REOPENING OF THE**  
**ACTIVITIES OF GOVERNMENT-OWNED**  
**OR CONTROLLED CORPORATIONS**

Dated May 2, 1942

(To be published in the May issue of the Official Gazette.)

*Source:* Office of the Solicitor General Library

**Instruction No. 21-B**  
**INSTRUCTION CONCERNING RECONSTRUCTION**  
**OF DAMAGED BRIDGE ON THE**  
**RIVER UACON ALONG NATIONAL**  
**ROAD No. 7**

*April 24, 1942*

To Mr. QUINTIN PAREDES  
Commissioner of Department of Public Works and Communications  
Philippine Executive Commission

SIR:

Most of the slabs and piers of the above-mentioned bridge have been burned out and, as the consequence of which the transportation facility has been suspended. In view of the fact, however, that this national road is the only one in the western side of Northern Luzon, it is most urgent to complete work of reconstruction of the bridge promptly for the maintenance of peace and order and also for the development of the provincial industry.

We, therefore, have instructed the Hurukawa Kogyo Kabusiki Kaisya to take charge of said reconstruction work in place of your Department for the sake of convenience promising to pay them actual expenses. In this connection, you are instructed to pay them the expenses for the work, the amount of which will be advised you later.

For your reference, it is enclosed herewith one copy picture of the bridge.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 22**  
**RESUMPTION AND REOPENING OF THE**  
**ACTIVITIES OF THE GOVERNMENT-**  
**OWNED OR CONTROLLED**  
**CORPORATIONS**

*May 2, 1942*

The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila  
SIR:

This is to inform you that the persons recommended in your letter of April 22, 1942, have been entrusted temporarily on this day as shown in the attached letter in connection with the above-mentioned. In this connection, I wish to inform you that I have designated Mr. Shohei Kitajima, President of the Kinkwa Meriyasu Co. (P. I.), Inc., as counsellor to the Textile Department of the National Development Company in order to let him participate in the management of the enterprise, and I have also designated Mr. Jose C. Sanvictores, Assistant Commissioner of the Department of Agriculture and Commerce and Mr. Isaac Barza, Assistant to the Chairman of the Executive Commission, as advisers to all those corporations for the guidance of their business management.

As to the Cebu Portland Cement Company, I intend to designate a proper person as counsellor to the said corporation in the near future.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 24**  
**COLLECTION OF LOANS OF THE PHILIPPINE**  
**BANKS STILL UNOPENED**

*May 5, 1942*

THE CHAIRMAN OF THE EXECUTIVE COMMISSION

Manila

SIR:

You are hereby instructed to issue the necessary instructions to the Philippine banks which are still unopened to take appropriate measures for collection of cash (collection of loans), provided that the expenses necessary to the collection be subjected to approval of the Military Administration and amount of cash collected shall be reported to that Office every ten days.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*



**Instruction No. 25**  
**OPERATION OF BUS SERVICE IN IMPORTANT**  
**ROUTES WITH GREATER MANILA AS THE**  
**POINT OF DEPARTURE AND ARRIVAL**

*May 8, 1942*

QUINTIN PAREDES, Esq.  
Commissioner, Public Works and Communications  
Manila  
SIR:

You are hereby instructed to carry out, as soon as possible, the operation of bus service in important routes with Greater Manila as the points of departure and arrival in accordance with the program in the attached sheet.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

TEMPORARY SCHEDULE OF OPERATION OF BUS SERVICES IN IMPORTANT ROUTES WITH GREATER MANILA AS THE POINT OF DEPARTURE AND ARRIVAL.

With a view to contributing towards the restoration of peace and order as well as the normalization of industries within various provinces in the occupied area, the regular bus services will be commenced in accordance with the schedule of operation mentioned in the attached sheet and with the following arrangement:

1. Operating times and frequency of the regular service to be commenced are, for the time being, as shown in the attached schedule of operation.
2. The Department of Public Works and Communications of the Executive Commission shall select, upon receipt of applications for permits to engage in the said regular bus service, the proper persons or companies and designate them as licensed operators in each particular line. Such persons or companies shall possess the following notifications:
  - (a) They shall be either trustworthy Japanese or Filipinos who have enough funds and experience to carry on bus transportation service.
  - (b) They shall be those persons or companies who were or have been engaged in the bus transportation service of the respective authorized lines. In this respect, however, the number of persons to be designated shall be as few as possible in consideration of the possible suspension of the lines in the future. In principle, one person or one company shall be designated for the operation of bus transportation service for each particular line.
3. The Department of Public Works and Communications shall prescribe the necessary rules and regulations concerning passenger fares and freight rates, in accordance with the instructions of the Japanese Military Administration, and each operator concerned shall notify such rules and regulations to the public.
4. All operators duly licensed in accordance with Item 2, above, shall be under obligation to give priority to the transportation of postal matters as well as to all official articles as may be designated by the Imperial Japanese Forces or by the Philippine Executive Commission, at moderate freight rates.
5. In granting licenses for the operation of bus transportation services, such licenses shall be issued subject to cancellation at any time by the Department of Public Works and Communications. Those bus lines which have been scheduled to run parallel with the railroad service shall be gradually discontinued upon the restoration of normal operation of the railroad service in Luzon.
6. Upon commencement of the regular bus transportation service covered by this program, all existing bus operators other than those who have been licensed by either the Japanese Military Administration or the Department of Public Works and Communications, shall be ordered to withdraw from their present service. However, those bus operators who have already obtained due approval from the Japanese Military Administration and have been engaged in the bus transportation service covering the same lines as scheduled in this program, shall adjust their transportation service as soon as possible.
7. Upon the enforcement of the scheduled services of the present plan, the number of temporary permits for motor vehicles issued by the Department of Public Works and Communications shall be decreased approximately by one-third.

8. The traffic regulations in the maintenance of peace and order shall, in general, be applicable to the regular bus transportation service.

9. The Instructions shall be given, later on, with reference to the other bus lines which are not specifically enumerated in the schedule of this program.

**SCHEDULE OF OPERATION OF REGULAR BUS SERVICE**

<i>Routes</i>	<i>No. of operation</i>	<i>Kilometers</i>	<i>Number of bus required</i>
1. Manila-Baguio	One round trip every other day	243	1
2. Manila-Dagupan	do	212	1
3. Manila-Cabanatuan-Tarlac	Two round trips each Tarlac day (Cabanatuan-Tarlac, one round trip each day)	189	3
4. Manila-Angat	Two round trips each day	68	2
5. Manila-Montalban	do	28	2
6. Manila-Malabon	Three round trips each day	10	2
7. Manila-Antipolo	Two round trips each day	28	2
8. Manila-Baras	do	45	2
9. Manila-Taguig	do	15	2
10. Manila-Lucena (San Pablo)	One round trip each day	138	2
11. Manila-Lucena (Santa Cruz)	One round trip each day	154	2
12. Manila-Batangas	Two round trips each day	115	2
13. Manila-Tagaytay	do	61	2
	Total number of buses required		25

**NOTE:**

1. The eleven (11) buses already licensed are included in this program.
2. Gasoline shall be used for buses operating in Manila-Baguio line.

*Source: Office of the Solicitor General Library*

**Instruction No. 26**

(To be published upon issuance by the Japanese Military Administration.)

*Source:* Office of the Solicitor General Library

Instruction No. 27  
INSTRUCTION CONCERNING CIVIL CASES IN  
WHICH THE GOVERNMENT OF THE  
COMMONWEALTH OF THE PHILIPPINES  
IS A PARTY

*May 13, 1942*

Mr. JOSE P. LAUREL  
Commissioner of Justice  
and

Mr. JOSE YULO  
Chief Justice of the Supreme Court

All civil cases concerning taxes, in which the Government of the Commonwealth of the Philippines or any officer or instrumentality of said Government is a party, and which were pending in Philippine judicial courts at the outbreak of the war shall henceforth proceed and be tried and decided as promptly as possible after substituting the Philippine Executive Commission or the appropriate officer thereof for the Commonwealth of the Philippines or for the officer or instrumentality thereof.

Y. HAYASHI  
*Director-General of the  
Japanese Military Administration*

*Source: Office of the Solicitor General Library*

Instruction No. 28  
INSTRUCTION CONCERNING THE DISPOSAL  
OF CIVIL CASES IN WHICH ENEMY  
SUBJECTS OR HOSTILE ALIENS  
ARE PARTIES

*May 16, 1942*

Mr. JOSE P. LAUREL  
Commissioner of Justice  
and

Mr. JOSE YULO  
Chief Justice of the Supreme Court

With regard to civil cases in which Americans, British, or any other enemy subjects or hostile aliens are parties, and which were pending in Philippine judicial courts at the outbreak of the war or such like cases as may be brought to said courts hereafter, the procedure shall be as follows:

The trial and determination of all pending cases shall be suspended and no new cases shall be accepted for filing, except when approved by the Director-General of the Japanese Military Administration upon application by a party or parties.

Y. HAYASHI  
*Director-General of the  
Japanese Military Administration*

*Source: Office of the Solicitor General Library*

**Instruction No. 29**  
**RELEASE OF ₱3,485.42 FROM THE BALANCE**  
**OF THE REVENUE FUND**

*May 13, 1942*

The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

SIR:

With reference to your letter of May 9th requesting the above matter, you are hereby instructed to appropriate the cost of documentary stamps and interest paid to the Yokohama Specie Bank for the loans, totalling ₱3,485.42, in the May and June Budget.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 30**  
**INSTRUCTIONS CONCERNING COLLECTION**  
**OF FEES FOR TOLL BRIDGES, ROADS**  
**AND HIGHWAYS**

May 14, 1942

QUINTIN PAKEDDES, Esq.  
Commissioner of Public Works  
and Communications

SIR:

The Department of Public Works and Communications shall collect fees for toll bridges, roads and highways in accordance with the following:

*I. Toll fees for Benguet road:*

A. Toll fees for trucks shall be collected at the pre-war rate. For all other motor vehicles, twice the amount of the pre-war rate shall be collected. No toll fees shall be collected from motor vehicles belonging to the Imperial Japanese Forces, Executive Commission of the Philippines and other government offices.

B. Fees collected shall be treated as a revenue in the general account. In general, however, they shall be used to defray expenses for the maintenance and repairing and for salaries and wages of the personnel engaged in the collection of toll fees.

*II. The collection of fees for toll bridges:*

The fee for toll bridges shall be collected in accordance with the following:

(1) Fees for toll bridges shall be collected for all existing bridges the toll fees for which have been collected in the past and all bridges newly constructed after the outbreak of the war and the length of which are longer than fifteen meters.

(2-a) The total amount of the fees for toll bridges collected for each bridge shall not exceed the sum of the total amounts expended for the construction of the bridges, for the maintenance and repairing and for salaries and wages of the personnel charged with the collection of toll fee.

(2-b) The fees to be collected newly shall be limited to the following amount and fixed discretionarily by the Department of Public Works and Communications:

(a) Buses	₱2.50
(b) Automobiles	2.00
(c) Trucks	2.00
(d) Carromatas and others	0.10

(2-c) No toll fees shall be collected from motor vehicles belonging to the Imperial Japanese Forces, Executive Commission of the Philippines and other government offices.

(3) All matters concerning the collection of fees for toll bridges shall be under the jurisdiction of the Department of Public Works and Communications. All affairs relating to the collection of toll fees and allocation of collected fee shall be distributed as follows:

(a) Bridges in the national roads or highways—Philippine Executive Commission.

(b) Bridges in the Provincial road—Provincial government concerned which takes charge of the construction, maintenance and repairing thereof.

(c) In the case of all other bridges, roads and highways—Philippine Executive Commission or provincial government concerned depending upon the kind of the bridges, roads and highways concerned.

All affairs concerning the collection of fees for toll bridges shall be executed by the collectors concerned under the supervision and control of the Department of Public Works and Communications.

(4) Fees collected shall be considered as a revenue in the general account. In general, however, they shall be used for maintenance and repairing, for salaries and wages of personnel in charge of the collection of fees, and for refunding the repairing expenses for bridges loaned by the Imperial Japanese Forces.

Yours truly,

DIRECTOR GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

Source: Office of the Solicitor General Library

**Instruction No. 31**  
**INSTRUCTION TO PERMIT ARMY TO USE**  
**BOOKS ON PHILIPPINE METEOROLOGY**

*May 20, 1942*

The Honorable  
DEPARTMENT OF AGRICULTURE AND COMMERCE  
SIR:

Let Army Observation Corps use for the period of six months books on Philippine meteorology as per attached list as it is necessary for Army strategy.

Respectfully,

DIRECTOR GENERAL  
OFFICE OF THE MILITARY ADMINISTRATION

By:

TAKAHASHI

Enclosure:

130 books owned by the Government.

11 books owned by private individuals.

*Source: Office of the Solicitor General Library*



**Instruction No. 32**  
**RESTRICTION ON ISSUING NEW PERMITS FOR**  
**B-14 (RETAIL LEAF TOBACCO DEALER)**  
**AND L-3 (WHOLESALE LEAF TOBACCO**  
**DEALER)**

*May 20, 1942*

To the COMMISSIONER OF THE DEPARTMENT  
OF FINANCE

An order should be issued by your Office to all officials concerned that commencing from this date:

- (1) No new licenses for B-14 and L-3 leaf tobacco dealers shall be issued unless the applicant holds the previous license for 1941.
- (2) That the maximum quantity a B-14 dealer is permitted to purchase should be limited to 575 kilograms per month.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 33**  
**APPOINTMENT OF A LIAISON OFFICER**

*May 25, 1942*

The Honorable CHAIRMAN  
Executive Commission  
Manila

SIR:

This is to advise you that I have no objection to the appointment of a liaison officer between the Japanese Army authorities in Atimonan and the Governor of Tayabas which was requested in your letter of May 19, 1942.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

Instruction No. 34  
INSTRUCTION CONCERNING THE INTERPRETATION  
OF "ENEMY SUBJECTS  
OR HOSTILE ALIENS"

May 28, 1942

Mr. JOSE P. LAUREL  
Commissioner of Justice  
and

Mr. JOSE YULO  
Chief Justice of the Supreme Court

The terms "any other enemy subjects or hostile aliens" described in the Instruction No. 28 issued by the Director-General of the Japanese Military Administration on May 13, 1942 shall be understood not to include, as a general rule, the Chinese who are not being interned by the Japanese Forces.

Accordingly, the pending cases or new cases in which said Chinese are or will be parties shall proceed to termination or be accepted for filing without the approval described in said Instruction. It is, however, evident that said cases shall be suspended if said Chinese will be interned.

Y. HAYASHI  
*Director-General of the  
Japanese Military Administration*

*Source: Office of the Solicitor General Library*

**Instruction No. 35**  
**INSTRUCTION CONCERNING REOPENING OF**  
**THE PRIVATE ELEMENTARY SCHOOLS IN**  
**THE PHILIPPINES AND THE TEXTBOOKS**  
**TO BE USED IN THESE SCHOOLS**

*May 31, 1942*

Mr. CLARO M. RECTO  
Commissioner of Education, Health  
and Public Welfare

In case the private elementary schools in the Philippines want to reopen, the permission shall be given to them after you have instructed them to use nothing but the textbooks which were designated by Instruction No. 18, dated April 28, 1942, to be used in the public elementary schools in the Philippines.

A full report shall be submitted to me every time you have given the permission.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 36**  
**DATE OF THE REOPENING OF PUBLIC**  
**SCHOOLS**

*May 10, 1942*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
Manila  
SIR:

In connection with the proposed postponement of the reopening date of public schools requested in letter of May 7, 1942, addressed to the Director-General of the Military Administration, you are hereby instructed as follows:

- 1 The reopening date of public schools shall be June 1, 1942. It is therefore requested that all the necessary preparations be made accordingly.
2. In case the reopening is actually impossible because of temporary use by the Imperial Japanese Forces or other reasons, the schools shall be opened gradually as soon as such reasons ceased.
3. In view of the new situation in the Philippines, you will see that in connection with reopening of schools readjustment of schools and school teachers as well as other matters be based on simplicity and minimization of the expense without prejudice to former practice or precedent existing prior to the closure.

Respectfully,

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 74**  
**THE PENSION SYSTEM BEFORE THE OCCUPATION**  
**BY THE IMPERIAL JAPANESE FORCES**

*August 30, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

With reference to your letter under date of August 20, 1942, I wish to inform you, in reply, that the entire pension system has been abolished and that, therefore, no payment of whatsoever nature for pension is necessary.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

**EDITOR'S NOTE: The following is the communication referred to in the above Instruction No. 74:**

*MANILA, August 20, 1942*

His Excellency  
The DIRECTOR GENERAL  
MILITARY ADMINISTRATION  
Manila

SIR:

Previous to the occupation of Manila by the Imperial Japanese Forces, the former regime was maintaining the following pension systems:

Name	Number of pensioners		Average individual pension		Amount of monthly pensions	
	Filipinos	Americans	Filipinos	Americans	Filipinos	Americans
1. Teachers' Retirement and Disability Fund	1,881	56	₱54.36	₱173.10	₱64,208.76	₱6,694.02
2. Health pension fund	161	4	46.04	189.16	7,412.59	756.66
3. Constabulary pension and disability fund	1,165	15	25.69	217	29,932.55	3,264.65
4. Filipino war veterans' pension	844		26.40		22,285.75	
Total	4,051	75				₱13,715.33

With the exception of the Filipino war veterans pensions, which were being paid from proceeds of sweepstakes held for the purpose, the benefit of the above-mentioned pensions systems were granted to retired government officials and employees who had rendered meritorious services for certain prescribed periods of time and had fully complied with other conditions provided by the laws that created the said pension systems.

Since the year 1937, the said pension funds were declared under liquidation. No new retirements with the privileges of receiving pensions were granted, but provision was made for refunding to the unretired members of the pension systems the amount they contributed with interest at 4 per cent per annum (compounded annually), together with the corresponding portion of the premiums paid by the Government in the case of the Teachers' Retirement and Disability Fund. With respect to the members who had already retired and were receiving pensions, at first, provision was made for the payment to them of the excess, where there was any, in the amounts contributed by the said members to the pension funds over the

amounts of the pensions that had been received by them, and, in the case of those who were found to have no other sources of livelihood, for the continuance of the payment of their pensions at greatly reduced rates under certain conditions. Later on, however, these pensions were restored to their original amounts.

The pension funds referred to were administered by the former Government Service Insurance System, but the investments were handled by the Agricultural and Industrial Bank, which, in turn, deposited the uninvested funds in the Philippine National Bank.

Since the occupation of Manila by the Imperial Japanese Army, payment of these pensions was stopped. As a matter of fact, pensions for December and previous months that could not be paid, or the treasury warrants for which were not cashed, before the said occupation took place, remain, up to now, unpaid.

For obvious reason, the Filipino pensioners under the pension systems above-mentioned, who are now suffering from acute financial hardships, are anxiously waiting for the decision of the Military Administration as to the policy that is to be followed with respect to their pensions.

The respective pension funds were maintained means of: (1) appropriations which were made from time to time from the General Fund; (2) contributions (premiums) from the members of the pension systems; and (3) the earnings from the investments of the unused portions of the pension funds above-mentioned are shown in the following statement:

	Teachers' retirement and disability fund	Health pension and retirement fund	Constabulary pension and retirement fund	Total
<b>ASSETS:</b>				
Current Assets	₱122,872.08	₱24,515.03	₱379,778.73	₱527,165.84
Investment	8,530,448.16		63,618.00	8,594,066.16
Fixed Assets	24,267.22			24,267.22
<b>TOTAL</b>	<b>₱8,677,587.46</b>	<b>₱24,515.03</b>	<b>₱443,396.73</b>	<b>₱9,145,499.22</b>
<b>LIABILITIES AND SURPLUS</b>				
Current Liabilities	₱153,197.57	₱14,552.04	₱357,270.25	₱524,989.86
Deferred Credits	69,435.32			69,435.32
Reserve Surplus	7,030,103.37		29,120.00	7,059,223.37
Unreserved Surplus	1,424,851.20			1,424,851.20
Capital Surplus (Statutory)		9,992.99	57,006.48	66,999.47
<b>TOTAL</b>	<b>₱8,677,587.46</b>	<b>₱24,515.03</b>	<b>₱443,396</b>	<b>₱9,145,499.22</b>

I am bringing this matter to the attention of Your Excellency for such consideration as may be deemed appropriate.

Respectfully,

(Sgd.) JORGE B. VARGAS  
*Chairman of the Executive Commission*

Source: Office of the Solicitor General Library

Instruction No. 75  
Imposition of taxes on Army controlled factories  
(See Official Gazette, August, 1942.)

*Source:* Office of the Solicitor General Library



**Instruction No. 76**  
**PURCHASE OF EXCESS RICE AND CORN IN THE**  
**PROVINCE OF ISABELA**

*August 31, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

With reference to your letter under date of August 12, 1942, I wish to inform you that the excess produce of rice and corn in the Province of Isabela has been arranged to be purchased by the army-controlled National Rice and Corn Corporation beginning September 1, 1942, in accordance with the following:

- (a) Purchase agency will be opened at Santiago, Isabela;
- (b) The purchase price shall be ₱1.70 for a cavan of palay containing 44 kilos, and ₱1.40 for a cavan of corn containing 60 kilos, delivery at the purchasing agency; and
- (c) In view of the fact that corn is easily perishable, the time of purchase may be designated after taking into consideration the availability of transportation facilities.

It is therefore, requested that the Provincial Governor of Isabela be directed to cooperate with the National Rice and Corn Corporation for the purchase of the same.

DIRECTOR GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

**EDITOR'S NOTE: Previous communications which resulted in the issuance of Instruction No. 76 read as follows:**

OFFICE OF THE CHAIRMAN OF THE  
EXECUTIVE COMMISSION  
3RD INDORSEMENT  
MANILA, *August 12, 1942*

Respectfully forwarded, through His Excellency, the Director General of the Military Administration, to the Manager, National Rice and Corn Corporation, Manila, for such consideration as may be deemed appropriate as regards the disposal and sale of surplus products of palay and corn mentioned in the basic communication.

For the Chairman:

S. MARABUT  
*Executive Secretary to the Commission*

PROVINCE OF ISABELA  
OFFICE OF THE GOVERNOR  
ECHAGUE

*August 5, 1942*

The DIRECTOR  
BUREAU OF LOCAL GOVERNMENTS  
Manila  
SIR:

As per my verbal report I have the honor to inform you that the Province of Isabela has for disposal and for sale surplus products in the following approximate quantities:

1. 500,000 cavanese of palay;
2. 500,000 cavanese of corn; and
3. 150,000 quintals of tobacco.

The undersigned respectfully requests that your Bureau extend its kind offices to us in getting the NARIC to undertake the immediate purchase of the aforementioned surplus products or in securing other purchasers.

Very respectfully,

AGUSTIN BERSAMIN  
*Acting Governor*

*Source: Office of the Solicitor General Library*

Instruction No. 77  
(To be published upon issuance by the Japanese  
Military Administration.)

*Source:* Office of the Solicitor General Library

**Instruction No. 78**  
**ENFORCEMENT OF CITY ORDINANCE No. 2 OF**  
**BAGUIO, PRESCRIBING THE REAL PROPERTY**  
**TAX AND OTHER TAXES**

*September 2, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

With reference to your letter under date of August 17, 1942, I wish to inform you in reply as follows :

- (1) As to the real property owners who have already paid their real property taxes and other special taxes under reduced rate, additional taxes representing the portion of the reduced rate shall be collected therefrom. However, in the payment of the portion of the reduced rates, a certain period of time within which to pay the same shall be designated and, if paid within the said period, the fine shall be exempted; and
- (2) With regard to the city ordinance of Baguio prescribing the reduction by 30 per cent of city license and other taxes, the same shall be restored to the original rates as it is believed unnecessary upon consideration of cases in other localities.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

**EDITOR'S NOTE: The communication of August 17, 1942, mentioned in Instruction No. 78, reads as follows:**

*August 17, 1942*

His Excellency  
THE DIRECTOR GENERAL  
MILITARY ADMINISTRATION  
Manila  
SIR:

I have the honor to inform you that Executive Order No. 2, issued on February 20, 1942, by the Mayor of the City of Baguio and approved by Lieutenant Colonel R. Kanmori, Chief Commander of the Japanese Imperial Army in Baguio, authorized the reduction by 30 per cent, effective March 1, 1942, and to continue until further orders, of all the municipal license taxes, real property tax, special assessment, market and slaughterhouse fees, rentals or fees on all public utilities, lands, buildings and other properties owned by the City and other miscellaneous fees and charges imposed by the different departments of the said City. However, upon receipt of Provincial Circular No. 29 of the Bureau of Local Governments which provides, among other things, for the collection of the current year's real property tax at the same rates as those imposed during the year 1941, the Mayor issued Executive Order No. 21, modifying his Executive Order No. 2, by eliminating therefrom the 30 per cent reduction of taxes on real property and the special assessment effective July 1, 1942. While the real property tax and the special assessment are now being collected at the full rates, the same as in 1941, all the other taxes, rentals and fees are still being collected in the City of Baguio with a reduction of 30 per cent.

Inasmuch as the reduction authorized in Executive Order No. 2 of the City Mayor of Baguio as approved by the Chief Commander of the Japanese Imperial Army in Baguio is apparently inconsistent with the policy to maintain for 1942 the same amount of the real property tax that was collected in 1941 laid down in your Instruction No. 37 and with the provisions of Executive Orders Nos. 54 and 69 of this Office, advice is requested as to whether property owners who have already paid the real property tax and the special assessment with the reduction of 30 per cent shall be required to pay the tax and special assessment in full. Information will also be appreciated as to whether the reduction of the municipal license taxes and other dues prescribed in Executive Order No. 2 of the Mayor of Baguio mentioned above does not violate any policy of the Military Administration and may be allowed to continue.

The correspondence on this matter is herewith enclosed for your perusal.

Respectfully,

(Sgd.) JORGE B. VARGAS  
*Chairman of the Executive Commission*

*Source: Office of the Solicitor General Library*

Instruction No. 79  
EXEMPTION FROM LUXURY TAXES OF COMMODITIES  
PURCHASED BY THE IMPERIAL  
JAPANESE FORCES

September 2, 1942

The Honorable  
The COMMISSIONER OF FINANCE  
Manila  
SIR:

With regard to the exemption from taxes of commodities mentioned in subsection (a), section 9 of Executive Order No. 23, you are directed to exempt from the imposition of taxes not only when the purchase is directly made by the Imperial Japanese Forces, but also when the certificate issued by the Commandant of the Corps or detachment concerned submitted by the purchasers hereafter is in accordance with the following:

(1) Qualifications of purchasers:

Commissioned and non-commissioned officers of the Imperial Japanese Forces.

(2) Kinds of commodities and limitations of their quantity:

(a) Military uniform	1 suit
(b) Fighting cap	1 piece
(c) Boots or high shoes ( <i>borcegui</i> )	1 pair
(d) Garters	1 pair
(e) Shorts and shirts (khaki, sport shirt and short pants)	1 pair
(f) Underwear, white shirts, and socks	2 pairs or two pieces
(g) All other commodities which, in ft opinion of the Commandant, are considered necessary. (For example: binoculars, raincoats, over-coats, blankets and gloves.)	

NOTE.—The kind of commodities and the limitation of their quantity mentioned in (2) indicates the standard of the certificate for exemption from taxes to be issued generally in a year per person by the Commandant of the corps or detachment.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

Source: Office of the Solicitor General Library

**Instruction No. 80**  
**AUTHORITY TO EXECUTE AND DELIVER DEEDS OF ABSOLUTE SALE TO DEBTORS WHO**  
**HAVE FULLY PAID THEIR OBLIGATIONS IN RELATION TO THE PROPERTIES THEY HAVE**  
**PURCHASED AND PAID FOR BY INSTALLMENTS FROM THE AGRICULTURAL AND**  
**INDUSTRIAL BANK.**

*September 7, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

This is to inform you that, since it goes with the collection of the obligations, there is no objection to granting authority to the Agricultural and Industrial Bank to execute and deliver deeds of absolute sale to debtors about which you inquired under date of August 28, 1942.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

**EDITOR'S NOTE: Published below is the letter of August 28, 1942, mentioned in Instruction No. 80:**

*August 28, 1942*

His Excellency  
The DIRECTOR GENERAL  
MILITARY ADMINISTRATION  
Manila

SIR:

This Office is in receipt of an inquiry from the Agricultural and Industrial Bank as to whether or not the authority granted to it by the Military Administration to collect and receive payments on outstanding loans and obligations includes the authority to execute and deliver deeds of absolute sale to debtors who have fully paid their obligations in relation to the properties that they have purchased and paid for by installments from the Bank.

It will be recalled that the Bank reopened its doors on February 14, 1942, upon the verbal instructions of the Honorable S. Kobayashi of the Financial Department of the Military Administration and the Director of Financing of the Central Administrative Organization but only for the purpose above-mentioned. There has been no written confirmation nor any explanation of the scope of this authority up to this date.

In view of these facts, this Office finds it difficult to determine the extent of the authority under which the Bank now operates in relation to the present inquiry, although the view has been advanced that since it is authorized to make collections, it may, as an incident to its authority, execute and deliver a deed of absolute sale. It will, therefore, be appreciated if the matter is soon resolved for the proper guidance of the institution concerned.

Respectfully,

JORGE B. VARGAS  
*Chairman of the Executive Commission*

*Source: Office of the Solicitor General Library*

**Instruction No. 81**  
**RESULT OF THE EXAMINATION TAKEN BY**  
**MISS DING SEUK CUING, A CHINESE**  
**CITIZEN**

*September 11, 1942*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
Manila

With reference to your letter under date of July 14, 1942, you are hereby authorized to publish the result of the nurse examination taken by Miss Ding Seuk Ching, Chinese citizen, and to issue a certificate of registration as a nurse when she is found to have passed the said examination.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

EDITOR'S NOTE: Following is the letter by His Excellency, The Chairman of the Executive Commission, in connection with Instruction No. 81:

MANILA, *July 13, 1942*

His Excellency  
The DIRECTOR GENERAL  
MILITARY ADMINISTRATION  
Manila  
SIR:

I have the honor to refer to the case of Ding Seuk Ching, a Chinese, who took the nurse examination given on April 13-16, 1942, by the Board of Examiners for Nurses. The results of the examination have been forwarded to your Office with the letter of this office dated June 18, 1942, for release to the press but the results of the examination of Ding Seuk Ching were withheld because of her nationality. In withholding the release of the grades of said candidate, the Chief of the Civil Service stated in his third indorsement dated June 12, 1942, that steps would be taken by his Office to determine whether or not she is a national of the Chungking Government.

A letter from the Chief of the Civil Service has now been received, enclosing a copy of the provisional alien certificate of Ding Seuk Ching and her affidavit dated June 18, 1942, wherein she states, among other things, that she now considers herself as a national of the Occupied China, that is, the Nanking Government or the National Government of China. The letter of the Chief of the Civil Service and its enclosures are forwarded herewith for the information of your Office.

The law regulating the practice of the nursing profession in the Philippines provides, among other things, that every candidate who successfully passes a nurse examination given by the Board of Examiners for Nurses shall receive a certificate of registration as a nurse. No distinction is made in the law as between Filipinos and foreigners who apply for registration, provided that they have previously passed the said examination. In view of the present situation, however, it has been decided to lay before the proper authorities the matter as to whether the grades of Ding Seuk Ching in said examination should be released and if successful, her name entered in the registration book of the Board of Examiners for Nurses.

It would be appreciated if this Office could be informed as to the wishes of the military authorities on this matter.

Respectfully,

(Sgd.) JORGE B. VARGAS  
*Chairman of the Executive Commission*

*Source: Office of the Solicitor General Library*

**Instruction No. 82**  
**DISBURSEMENT FOR THE REMUNERATION OF**  
**TRAINING INSTRUCTORS OF PRISONERS OF**  
**WAR AND BASIC OFFICERS AND MEN OUT**  
**OF THE CONTINGENT FUNDS OF THE CENTRAL**  
**ADMINISTRATIVE ORGANIZATION.**

*September 13, 1942*

Hon. JORGE B. VARGAS  
 Chairman of the Executive Commission  
 Manila

It has been decided that the remuneration and the additional allowances for the Filipino instructors and the basic officers and men engaged in the training of the prisoners of war at the Filipino concentration camps in Luzon are to be defrayed out of the funds of the Central Administrative Organization. It is, therefore, requested that the sum of ₱12,015 should be defrayed out of the contingent funds as their remuneration and additional allowances for the months of August and September and remitted to the Intendance Department of the Imperial Japanese Forces.

For your information, the detailed accounts of the remuneration and allowances of the Filipino instructors as well as of the basic officers and men above-mentioned are as follows:

FOR THE MONTH OF AUGUST

<i>Rank</i>	<i>Number of personnel</i>	<i>Amount to be paid per person</i>	<i>Total</i>
Commanding Officer	1	₱20.00	₱20.00
Instructors	199	10.00	1,990.00
Allowances for instructors living outside the camp	83	30.00	2,490.00
Commandant of the basic officers and men	1	10.00	10.00
Basic men	299	5.00	1,495.00
Total	583		6,005.00

**FOR THE MONTH OF SEPTEMBER**

<i>Rank</i>	<i>Number of personnel</i>	<i>Amount to be paid per person</i>	<i>Total</i>
Commanding Officer	1	₱20.00	₱20.00
Instructors	199	10.00	1,990.00
Allowances for instructors living outside the camp	83	30.00	2,490.00
Commandant of the basic officers and men	1	10.00	10.00
Basic men	300	5.00	1,500.00
Total	584		6,020.00

DIRECTOR GENERAL OF THE  
 JAPANESE MILITARY ADMINISTRATION

Source: Office of the Solicitor General Library

Instruction No. 83  
ADDITIONAL OPERATING ROUTE OF BUS  
SERVICE OPERATED BY THE  
CITY OF MANILA

*September 19, 1942*

The Honorable  
The COMMISSIONER OF PUBLIC WORKS  
AND COMMUNICATIONS  
(Thru the Honorable, the CHAIRMAN  
OF THE EXECUTIVE COMMISSION)  
Manila

In view of the fact that the Military Bus Service within the City of Manila will be abolished very soon, it is requested that the present route of the bus service operated by the City of Manila be extended as follows:

1. *Between Plaza Santa Cruz and Las Piñas (via Daitoa Avenue and Libertad).*—The frequency of the operation shall be once every hour. However, the same may be shortened depending upon the demand therefor. The time for the operation of the bus service shall be, in general, between 6:30 a. m. and 9:30 p. m. The board showing the hour of operation shall be posted at the principal stations. Special attention shall be paid to the punctuality of the operation. The proposed bus service shall be commenced on October 1, 1942.

2. *Between Plaza Santa Cruz and Quezon Institute (via España).*—The frequency of the operation shall be once every fifteen minutes. However the same may be shortened depending upon the demand therefor. The time for the operation shall be general, between 6 a. m. and 10 p. m. The proposed bus service shall be commenced on September 22, 1942.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*



**Instruction No. 84**  
**CONSTRUCTION OF SUSPENSION BRIDGE FOR**  
**WATER MAIN**

*September 19, 1942*

The Honorable  
The COMMISSIONER OF PUBLIC WORKS  
AND COMMUNICATIONS  
Manila

With regard to the above subject you are requested to commence the construction of a suspension bridge as follows with the least possible delay:

1. *Place of construction:* The Pasig River at Guadalupe.
2. *Construction and design:* As per attached blueprint.
3. *Cost of construction:* Nine thousand two hundred pesos (₱9,200) (details as per attached estimate sheet).
4. *Payment of construction costs:* Construction work shall be payable at the Intendance Department of the Japanese Expeditionary Forces.
5. *Materials to be supplied by the Army:* As per attached list.
6. *Period of construction:* Work to be commenced immediately and to be terminated within forty-five (45) days.

With regard to the construction work due contact shall be maintained with the Army Intendance Department.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

*Reference:* Attached Sheet No. 2 – List of Materials for Proposed Suspension Bridge to be Supplied by the Army

*Source:* Office of the Solicitor General Library

**Instruction No. 85**  
**CONSTRUCTION WORK OF WATER PIPE ACROSS**  
**THE PASIG RIVER NEAR SAKURA HEIEI**

*September 20, 1942*

The Honorable  
The COMMISSIONER OF PUBLIC WORKS  
AND COMMUNICATIONS (Through the Honorable, the  
Chairman of the Executive Commission)  
Manila

You are hereby instructed to carry out the construction work for the water pipe across the Pasig River, as soon as possible, in accordance with the following:

1. *Place of construction work:* Suspension bridge at Guadalupe, Pasig River;
2. *Method of construction:* As per attached blueprint;
3. *Construction expenses:* Four thousand six hundred pesos (₱4,600). Details are as per the attached budget;
4. *Method of paying construction expenses:* The construction expenses shall be paid at the Intendance Department of the Imperial Japanese Forces after the completion of the work;
5. *Materials to be supplied by the Army:*  
Heavy oil—90,000 lbs.  
Lubricating oil—400 liters;
6. *Period of construction:* Fifteen (15) days after the completion of the suspension bridge.

In carrying out the proposed construction, a close contact shall be maintained with the Intendance Department of the Imperial Japanese Army, and the supply of water shall be commenced immediately upon completion of the work.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

*Reference:* Estimate for construction work of water pipe across the Pasig River near Sakura Heiei

*Source:* Office of the Solicitor General Library

**Instruction No. 86**  
**PROHIBITING CO-EDUCATION IN SECONDARY**  
**SCHOOLS**

*September 20, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

Hereafter, the co-education in secondary schools shall be prohibited. With respect to secondary schools already opened, the classrooms for boy and girl students shall be separated for the time being, and steps shall be taken to comply with this instruction gradually.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

*Source:* Office of the Solicitor General Library

**Instruction No. 87**  
**COLLECTION OF CUSTOMS DUTIES ON IM-  
PORTED GOODS STORED AT THE  
BONDED WAREHOUSES**

*September 20, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

With reference to your letter of September 12, 1942, I wish to inform you that the customs duties on imported goods stored at the Bonded Warehouses shall be collected in accordance with the following:

- (a) With regard to imported goods which arrived from foreign countries, including Japan and the United States, before the occupation, the same rate of duties as was imposed on Japanese products before the occupation shall be applied. Accordingly, the customs duties shall be collected in accordance with the procedure adopted as regards the collection of imported duties in the past;
- (b) With regard to the imported goods removed from the Bonded Warehouses, with the exception of those which were used for military purposes, duties shall be imposed after due investigation;
- (c) As it is necessary for the purposes of investigation, the importers shall be required to secure previous approval of the Department of Finance of the Japanese Military Administration when imported goods stored at the Bonded Warehouses are to be released; and,
- (d) The rate of yen exchange of Japanese products directly imported from Japan shall be ₱47.90, the exchange rate obtaining at the latter part of 1941. As regards other goods, the rate of exchange shall be similar to those obtaining in the past.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

*Reference:* Annexes A (1<sup>st</sup> Indorsement), B (2<sup>nd</sup> Indorsement), and C  
*Source:* Office of the Solicitor General Library

**Instruction No. 88**

**(To be published upon issuance by the Japanese Military Administration.)**

*Source:* **Office of the Solicitor General Library**

**Instruction No. 89**  
**RESTRICTION IN THE USE AND OPERATION OF**  
**MOTOR VEHICLES**

*September 25, 1942*

The Honorable  
The COMMISSIONER OF PUBLIC WORKS  
AND COMMUNICATIONS (Through the Honorable,  
The Chairman of the Executive Commission)  
Manila

This is to inform you that Administrative Ordinance No. 9, concerning the restriction in the use and operation of motor vehicles issued on July 8 1942, was amended by Administrative Ordinance No, 14, issued on September 23, 1942, thereby making it applicable throughout the Philippines.

It is, therefore, requested that necessary steps be taken in accordance with Instruction No. 44, under date of July 8, 1942. In this connection, it is also requested that arrangement be made with a view to making the registration of motor vehicles.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 90**  
**ASSIGNMENT OF JAPANESE OFFICIALS**

*September 29, 1942*

Hon. QUINTIN PAREDES  
COMMISSIONER OF PUBLIC WORKS AND  
COMMUNICATIONS  
(Through the Honorable,  
The Chairman of the Executive Commission)  
Manila

You are hereby notified that in the interest of the smooth functioning of the postal service it has been decided to assign the officials listed below to the Bureau of Communications of your Department where they will give guidance in technical matters.

You are therefore requested to extend to them all necessary assistance and cooperation.

Official Title	Name
Rikugun Siseikan	Tosio Yamada
Do	Teiziro Ezure
Do	Kenzaburo Terada
Do	Tamotu Kitagawa
Rikugan Zoku	Naomiti Terasima
Do	Kiyosi Matusima
Do	Tuneo Nakayama
Do	Mitusaburo Moritake
Do	Tadao Nabesima
Do	Saburo Hori
Do	Sadao Gonbei
Do	Sizuo Nisizawa
Do	Tadao Tazaka
Do	Yositada Kakei
Do	Yukio Arai
Do	Sunao Yasuda
Total	16 officials

N. B.: Mr. Tazaka has not as yet arrived from Japan. He will be assigned immediately upon his arrival.

DIRECTOR GENERAL OF THE  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 91**  
**ORDINANCE CONCERNING WATER**  
**TRANSPORTATION**

*October 1, 1942*

Hon. QUINTIN PAREDES  
Commissioner of Public Works and Communications  
(Through the Honorable, the Chairman  
of the Executive Commission)  
Manila

You are hereby directed to take necessary steps with a view to acquainting the public, through the Provincial Governors and the City Mayors concerned, of the attached Administrative Ordinance creating an association of water transportation companies in the Philippines. In accordance with the previous arrangement, it is expected that one of the officials of your Department may be appointed as one of the committees to take charge of the establishment of the said association.

As regards the exact establishment of the said association, you shall be duly informed through the adviser concerned. The business office of the said association is scheduled to be located at the former Hongkong and Shanghai Bank. In regard to the branches and agencies in the provinces, you shall also be informed through the adviser as soon as the time and place of their establishment will have been determined.

NAOKATA UTUNOMIYA  
*Director, General Affairs Department*  
*Japanese Military Administration*

**EDITOR'S NOTE.**—The Ordinance referred to in Instruction No. 91 is Military Ordinance No. 15, as published above.

*Source:* Office of the Solicitor General Library



**Instruction No. 92**  
**REOPENING OF PUBLIC SECONDARY SCHOOLS**

*October 2, 1942*

The Honorable  
The COMMISSIONER OF EDUCATION, HEALTH  
AND PUBLIC WELFARE  
Manila

With due attention to the requirements of Instruction No. 2, regarding the reopening of public secondary schools, the said reopening shall be expedited with the observance of the following points:

1. In secondary schools for boys, practical and vocational curricula shall be compulsory and due stress shall be laid on the same.
2. In secondary schools for girls, domestic science courses shall be compulsory.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 93**  
**REOPENING OF PRIVATE MUSICAL EDUCATION**  
**INSTITUTIONS**

*August 2, 1942*

The Honorable  
The COMMISSIONER OF EDUCATION, HEALTH  
AND PUBLIC WELFARE  
Manila

The reopening of the department of music of Santa Scholastica College shall be permitted by your Department after the due attention of the college authorities has been drawn to the following points:

1. That the musical education given in the college shall be such as will be instrumental in the development of culture of the New Philippines.
2. That steps be taken in the teaching of the Japanese language.

The same conditions shall be observed in the reopening of other privately maintained musical schools and academies.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 94**  
**COMMENCEMENT OF THE EXCHANGE OF POSTAL**  
**MATTERS BETWEEN THE PHILIPPINES AND**  
**OTHER COUNTRIES AND PLACES**

October 4, 1942

Hon. JORGE B. VARGAS  
 Chairman of the Executive Commission  
 Manila

The service for the exchange of postal matters between the Philippines and the Empire of Japan, Manchukuo, China and other southern places will be commenced in accordance with the following. It is, therefore, requested that the proper arrangements be made for the execution of the above Instruction as well as for the diffusion of the following among the public.

I. *Date of commencement of the service:* October 5, 1942.

II. *Authorized countries and places and respective post offices to which postal platters will be addressed:*

Authorized countries and places	Post offices
1. Japan Proper, Tyosen (Korea), Taiwan (Formosa), Karahuto (Saghalin), Kantosyu (Kwantung, Manchukuo-Leased Territory) , Nanyo Gunto, Mansyu (Manchukuo), and Sina (China).	To be notified later
2. Djawa (Java)	Batavia
3. Malay	Syonan
4. Sumatra	Medan and Palembang
5. Burma	Rangoon
6. Northern Borneo	Kuching

Receipt, discharge and exchange of all postal matters in the Philippines from and to the above-mentioned countries and places, and respective post offices will be taken care of and handled exclusively by the Manila Central Post Office;

III. *Kind of postal matters to be accepted and postage:* Only ordinary mail matters which come under any of the following may be accepted for the present—

(1) Kind of postal matters:

(a) Mail;

(b) Postcards issued by the Government; and

(c) Newspapers and magazines authorized by the Imperial Japanese Forces and not affected by the instruction for the use of language.

(2) Postage:

Postage will be the same as those prevailing in the Philippines.

IV. *Language to be used for the postal matters:*

(1) All postal matters shall be written exclusively in Japanese in either Japanese characters or Roman letters;

(2) Names and addresses of senders and addressees shall be written in either Japanese characters or Roman letters. When postal matters are written in the “Kanji”, the “Kana” shall be used together to be more readable;

V. All postal matters addressed to places other than the Philippines will be subject to censorship by the Japanese Military Police at the Manila Central Post Office.

VI. Postage stamps to be used on postal matters mentioned in III shall be, for the time being, those issued by the Imperial Japanese Government or by the Philippine Executive Commission; and

VII. Separate instructions will be given to you concerning the ways and means of transporting Postal matters by vessels.

**DIRECTOR GENERAL**  
**JAPANESE MILITARY ADMINISTRATION**

Source: Office of the Solicitor General Library

**Instruction No. 96**  
**REGISTRATION OF REPAIRERS OF RADIO**  
**RECEIVING SETS**

*October 10, 1942*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
Manila

You are directed to make a survey of all individuals and concerns engaged in the repair business of radio receivers and to submit a report thereof in accordance with the following:

*1. Matters to be reported:*

- (a)* Name, nationality, and address of individuals or concerns engaged in repair business of radio receivers;
- (b)* Location of repair shops;
- (c)* Repairing capacity of the shops (average monthly number of radio receivers that are repaired and/or that can be repaired) ;
- (d)* General outline of the facilities installed in the shops for the repair of radio receivers;
- (e)* Number of employees and laborers employed by the individuals or concerns; and
- (f)* When, besides the repair of radio receivers, other kind of work is done in the same shop, describe each kind and nature.

*2. Date for making report:*

- (a)* For the City of Manila and its suburbs: not later than October 31, 1942.
- (b)* For places other than those mentioned in *(a)* : not later than November 25, 1942.

It is requested that a preparation be made concerning two kinds of certificates (A and B), i. e., "Certificate of registration for listening to radio broadcasts" in accordance with the attached prescribed form. The certificate (A) will be issued to persons who have registered their radio receivers in compliance with the requirements under Executive Order No. 73. Instructions should be issued to said persons to display the above-mentioned certificate (A) at a conspicuous place at the entrance of their homes or premises. As regards the use of certificate (B), you will be instructed later accordingly.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 97  
EXTENSION OF TIME FOR PAYMENT OF  
NOMINAL PAY TO THE OFFICIALS  
AND EMPLOYEES**

*October 10, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

This is to inform you that the above matter, approval of which was requested in your letter of September 18, 1942, can not be approved.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

EDITOR'S NOTE: The communication of the Chairman of the Executive Commission, dated September 18, 1942, and referred to in Instruction No. 97, reads as follows:

MANILA, *September 18, 1942*

His Excellency  
The DIRECTOR GENERAL  
Military Administration  
Manila  
SIR:

As a financial relief to officials and employees of the government who were laid off or whose positions were abolished as a result of the reorganization, Executive Order No. 53, dated June 17, 1942, was promulgated granting said officials and employees either nominal pay or gratuity at the rates and under the conditions prescribed therein. The necessary appropriation was provided in Executive Order No. 24, dated March 27, 1942. One of the conditions prescribed in the former executive order is that payment of the nominal pay or gratuity was to be made not later than July 15, 1942. In view of the limited time allowed to pay the said nominal pay and gratuity, all bureaus and offices concerned were, upon the release of the executive order, advised to take necessary steps to effect payments of the same to officials and employees entitled thereto. All accountants and auditors assigned to the bureaus and offices under every department were also instructed to assist the corresponding disbursing officers in the preparation of all data required so as to enable all claimants to receive their due. For bureaus and offices with few employees, said requirement of Executive Order No. 53 could be complied with without difficulty. But for the bureaus and offices like the Bureau of Public Instruction, the Bureau of Communications, and the Bureau of Public Works with laid-off employees entitled to nominal pay or gratuity numbering thousands scattered all over the islands, and with the meager and deficient means of communications available under the prevailing conditions, notwithstanding the earnest efforts of the officials entrusted to effect such payments, it was physically impossible for many laid-off officials and employees entitled to the nominal pay or gratuity who were stationed outside of Manila to present their claims on or before the expiration of the period prescribed by the executive order.

Considering the purpose for which Executive Order No. 53 was promulgated, the hardships that the laid-off officials and employees are at present experiencing due to the loss of their source of livelihood, and the adverse circumstances surrounding the inability of a large number of said officials and employees to receive the benefits thereof, it is requested that payment of unpaid nominal pay or gratuity out of the balance of the appropriation set aside for the purpose, which has not been reverted to the unappropriated surplus, be authorized up to October 31, 1942. Respectfully,

JORGE B. VARGAS  
*Chairman of the Executive Commission*

Source: Office of the Solicitor General Library

**INSTRUCTION NO. 98**

To be published upon issuance by the Japanese Military Administration.

*Source:* **Office of the Solicitor General Library**

**Instruction No. 99**  
**CENSORING OF POSTAL MATTERS**  
**IN THE PHILIPPINES**

*October 10, 1942*

Hon. QUINTIN PAREDES  
Commissioner of Public Works and Communications  
(Through the Honorable, the Chairman of the  
Executive Commission)  
Manila

This is to inform you that the postal matters received and delivered in the Philippines will be subject, in addition to the principles set forth in Instruction No. 17, dated April 21, 1942, to censorship in accordance with the following. It is, therefore, requested that, taking careful note of these particulars, necessary directions be given to the postal authorities concerned in connection with this matter:

I. Post offices of censorship:

<i>Post offices</i>	<i>Covering area</i>
Tuguegarao	Province of Cagayan
Echague	Province of Isabela
Bayombong	Province of Nueva Vizcaya
Cebu	Province of Cebu
Legaspi	Bicol Region (Provinces of Albay, Camarines Norte, Sorsogon, Camarines Sur, and Masbate)

II. Any and all postal matters between provinces and/or places in the same province where no post offices of censorship are established, must be forwarded for censorship to the nearest post office of censorship.

In this connection, the last paragraph of Item No. 1 of Instruction No. 17 is hereby abolished.

III. Necessary number of personnel shall be detailed and placed under the direction of the Chief of the Japanese Military Police in the Philippines for the proper handling of the said censorship matters.

IV. With regard to the effectivity of this Instruction, you will be notified later accordingly.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 100**

To be published upon issuance by the Japanese Military Administration.

*Source:* Office of the Solicitor General Library



**Instruction No. 101**  
**TRANSPORTATION OF GENERAL POSTAL**  
**MATTERS BY VESSELS**

*October 19, 1942*

Hon. QUINTIN PAREDES

Commissioner of Public Works and Communications (Through the Honorable, the Chairman of the Executive Commission)

Manila

You are hereby instructed to commence the transportation by coastwise vessels of all general inter-island postal matters handled by the Bureau of Communications, Department of Public Works and Communications, in compliance with the attached copy of the "Temporary Arrangement for the Transportation of General Postal Matters by Vessels."

In this connection, it should be noted that no freight charge shall be collected for the transportation by coastwise vessels of all general inter-island postal matters for the time being.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

TEMPORARY ARRANGEMENT FOR THE TRANSPORTATION OF GENERAL POSTAL MATTERS BY VESSELS.

SECTION 1. The Bureau of Communications, Department of Public Works and Communications of the Philippine Executive Commission (hereafter to be known as *Bureau of Communications*), shall be directed to comply with the regulations set forth herein regarding the transportation of general inter-Wand postal matters by coastwise vessels (hereafter to be known as *Inter-Island Vessel Postal Matters*).

As to other pertinent items, the Bureau of Communications shall follow instructions of the "Dai Ni Senpaku Yuso Tiku Taityo" and the "Dai Zyu-wku Yasen Yubin Taityo."

*Source: Office of the Solicitor General Library*

**Instruction No. 103**  
**REOPENING OF THE AFABLE COLLEGE**  
**OF MEDICINE**

*October 21, 1942*

Hon. CLARO M. RECTO  
Commissioner of Education, Health  
and Public Welfare  
Manila

With regard to the above, the reopening of the Afable College of Medicine will be permitted on the following conditions:

- (1) That the directions given in Instruction No. 72 be strictly adhered to.
- (2) That, should there be contemplated any changes in the present status of the College, the required permission be obtained.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 104**  
**EXECUTIVE ORDER PROHIBITING THE**  
**SLAUGHTER OF CARABAOS**

*October 21, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

With reference to your letter No, 156 under date of September 18, 1942, it is believed that the importation of cattle from Masbate, Burias, and other islands to Manila are decidedly an appropriate measure under the prevailing conditions. In view of the present shortage of shipping on account of the increasing demand for vessels for the transportation of war materials, however, it is apparent that should the slaughter of carabaos be prohibited it would certainly bring about the shortage of meat supplies in the city.

With regard to the slaughter of carabaos, therefore, it is believed that an appropriate measure should be taken with a view to strictly enforcing the provisions of Executive Order No. 32 while the proposed issuance of Executive Order prohibiting the slaughter of carabaos should be withheld for the present.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

(EDITOR'S NOTE: Following is the letter of the Chairman of the Executive Commission referred to in Instruction No 104.)

MANILA, *September 18, 1942*

His Excellency  
The COMMANDER-IN-CHIEF OF THE  
IMPERIAL JAPANESE FORCES  
Manila  
SIR:

Reference is made to the letter of the Commissioner of Agriculture and Commerce dated July 24, 1942, forwarded to the Military Administration with the letter of this office dated August 10, 1942, in which the said Commissioner made a recommendation for the extension of facilities for the importation of beef cattle to Manila from Masbate, Burias and other nearby islands and for the issuance of passes to cattle owners for the shipment of their tattle to Manila.

This office has received a copy of another letter of the said Commissioner dated August 11, 1942, and addressed to the Director, Department of Industries of the Military Administration, containing the following additional recommendations on the same matter: First, that, to supply the civilian population from August 16, to October 31, 1942, transportation facilities be provided for 6,500 head of cattle to arrive in Manila at the rate of 600 to ;00 head a week, the cattle to be brought in from Masbate, Burias, Ticao and Mindoro; second, that the permits issued should specify that only mature steers and old or barren cows be shipped for slaughter; and third, that the slaughter of carabaos be prohibited entirely for the time being. The reason for the third recommendation is, as explained in the letter of this office dated August 10, 1942, to prevent the possible shortage of work animals.

In order to carry out the third recommendation, I propose to issue an executive order prohibiting the slaughter of carabaos for the time being. In accordance with the provisions of paragraph 5 of your Order No. 1 in connection with your Order No. 3, I respectfully request approval of this order, a signed copy of which is enclosed.

Respectfully,

JORGE B. VARGAS  
*Chairman of the Executive Commission*

*Source: Office of the Solicitor General Library*

**Instruction No. 105**  
**GUARANTOR OF RELEASED FILIPINO**  
**PRISONERS OF WAR**

*October 22, 1942*

The Honorable

The CHAIRMAN OF THE EXECUTIVE COMMISSION

Manila

With regard to the above, you are instructed as follows:

Although, as a matter of principle, the guarantor for a released prisoner of war shall be the provincial governor concerned; when, owing to circumstances arising from the transportation difficulties, etc., the governor can not be present in person, the Commissioner of the Interior shall be permitted to act by proxy.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 106**  
**ACCEPTANCE OF SUCH MAIL MATTERS AS**  
**NEWSPAPERS AND MAGAZINES BY THE**  
**POSTAL SERVICE**

*October 23, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

You are hereby directed to order the acceptance of newspapers and magazines by the postal service as from October 25th in accordance with the following:

(1) With regard to the handling of postal matters such as newspapers, magazines, etc., addressed to places outside of the Philippines, Instruction No. 94, dated October 4, 1942, concerning the commencement of the exchange of postal matters between the Philippines and other countries and places is hereby partially amended as follows:

Section 3 (1), (c) shall be amended as follows: "Newspapers and magazines published or whose publication is permitted by the Imperial Japanese Army. *Provided, however,* That these newspapers and magazines whose publication is permitted by the Imperial Japanese Army shall conform to the following conditions:

"(a) That they be regular periodical publications published not less than once a month in regular sequence;

"(b) That the nature of the publications be such that the completion thereof can not be predetermined;

"(c) That they be not in nature of books;

"(d) That the object of such periodical publications be to report and discuss such current matters as politics, economics, law, science, education, religion, industry, art and crafts, and for sale to the general public."

With regard to the newspapers and magazines mentioned in the next preceding proviso, the publishers shall be required to print on the covers, in the case of magazines, and at the top of the front page, in the case of newspapers, the following words in Japanese characters (Kanji or Kana to be supplemented when necessary by a translation in English) :

"Approved by the Imperial Japanese Expeditionary  
Forces to the Philippines,  
dated....."

Publishers of those publications issued on or before October 3, 1942, shall be permitted to request the Post Office to stamp the required words on the covers of the same.

The following shall be added to section 4 (1) :

"*Provided, however,* That postal matters mentioned in the preceding section 3, (1), (c), shall be excepted.

"(2) Newspapers, magazines, etc., sent and received within the Philippine Islands shall be restricted to those whose publication has been duly approved by the Imperial Japanese Forces. These, therefore, will not be required to bear the aforementioned words of approval."

The instruction concerning mail service of newspapers and magazines, dated June 13, 1942, is hereby revoked.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 107**  
**REOPENING OF THE JUNIOR COLLEGE**  
**UNIVERSITY OF THE PHILIPPINES**

*October 31, 1942*

The Honorable  
The COMMISSIONER OF EDUCATION, HEALTH  
AND PUBLIC WELFARE  
Manila

The preparatory course of the College of Medicine, University of the Philippines, shall be reopened as soon as possible, in accordance with the fundamental educational policy in the Philippines, taking such measures as are necessary in connection with the Japanese language, an obligatory subject therein.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 110**  
**SENDING OF PACKAGES CONTAINING BLANK**  
**FORMS AND BLANK CHECKS OF THE**  
**PHILIPPINE NATIONAL BANK**

*November 5, 1942*

Hon. QUINTIN PAREDES  
Commissioner of Public Works and Communications  
(Through the Honorable, the Chairman of the  
Executive Commission)  
Manila

With reference to the above subject, approval is hereby given to the Philippine National Bank to send hereafter packages containing blank forms and blank checks which are really necessary in connection with the performance of their business.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*



**Instruction No. 111**  
**INSTRUCTION CONCERNING INVESTIGATION**  
**AND REPORT OF THE PRESENT CONDITION**  
**OF ELECTRICAL POWER PLANTS**  
**AND PRIME MOVERS**

*November 5, 1942*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
Manila

You are hereby instructed to make an investigation regarding the electrical generators and prime movers of all electrical enterprises and private installations in the Philippines. The report shall be made out in accordance with the following detailed items and submitted to this Administration not later than the end of the current year.

However, for power installations in use by enterprises or factories under Military control, it will be sufficient to mention only the location and purpose or the name of the concern.

(1) *Power plants with internal combustion engine driven generators:*

1. Location
2. Name of owner
3. Purpose (indicate if for electrical enterprise or for private consumption as well as main use and products)
4. Territory served
5. Internal combustion engine (s):
  - a. Type
  - b. Name of manufacturer
  - c. Date of manufacture
  - d. R. P. M.
  - e. Rated capacity in Horse Power
  - f. Number of units
6. Generator (s):
  - a. State whether belted or directly connected to Prime Mover
  - b. Name of manufacturer
  - c. Date of manufacture
  - d. Type
  - e. R. P. M.
  - f. Voltage ..... Current ..... Frequency
  - g. Rated capacity in KVA
  - h. Number of units
7. State whether or not in good operating condition
8. If not in good operating condition, state the extent of damage:
  - a. Internal combustion engine (s)
  - b. Generator(s)
  - c. Auxiliaries
9. Fuel:
  - a. Kind
  - b. Quantity consumed per day
  - c. Amount of present stock
  - d. Availability in the future
  - e. Remarks on suitability and efficiency of fuel
10. Load:
  - a. Daily Kilowatt Hours now produced
  - b. Present Night Peak Load in KW
  - c. Present Day Peak Load in KW
  - d. Probable daily Kilowatt Hours to be produced at the end of 1942
  - e. Probable Night Peak Load in KW at die end of 1942
  - f. Probable Day Peak Load in KW at the end of 1942

(2) *Power plants with steam-driven generators:*

1. Location
2. Name of owner
3. Purpose (indicate if for electrical enterprise or for private consumption as well as main use and products)
4. Territory served
5. Steam engine(s) or steam turbine(s):
  - a. Kind
  - b. Name of manufacturer
  - c. Date of manufacture
  - d. R. P. M.
  - e. Type
  - f. Rated capacity In Horse Power
  - g. Number of units
6. Boiler(s):
  - a. Name of Manufacturer
  - b. Date of manufacture
  - c. Type
  - d. Rated capacity in Horse Power
  - e. Number of units
7. Generator (s) :
  - a. State whether belted or directly connected to Prime Mover
  - b. Name of manufacturer
  - c. Date of manufacture
  - d. Type
  - e. R. P. M.
  - f. Voltage ..... Current ..... Frequency
  - g. Rated capacity in KVA
8. State whether or not in good operating condition
9. If not in good operating condition, state the extent of damage:
  - a. Steam engine
  - b. Generator
  - c. Boilers
  - d. Accessories
10. Fuel:
  - a. Kind
  - b. Quantity consumed per day
  - c. Amount of present stock
  - d. Availability in the future
  - e. Remarks on suitability and efficiency of fuel
11. Load:
  - a. Daily Kilowatt Hours now produced
  - b. Present Night Peak Load In KW
  - c. Present Day Peak Load in KW
  - d. Probable Daily Kilowatt Hours to be produced at the end of 1942
  - e. Probable Night Peak Load in KW at the end of 1942
  - f. Probable Day Peak Load in KW at the end of 1942

(3) *Power plants with water-driven generators:*

1. Location
2. Name of owner
3. Purpose (indicate if for electrical enterprise or for private consumption as well as main use and products)
4. Territory served
5. Hydro turbine(s):
  - a. Kind
  - b. Name of manufacturer

- c. Date of manufacture
- d. R. P. M.
- e. Type
- f. Rated capacity in Horse Power
- g. Number of units
- h. Head
- 6. Generator (s) :
  - a. State whether belted or directly connected to Prime Mover
  - b. Name of manufacturer
  - c. Date of manufacture
  - d. Type
  - e. R. P. M.
  - f. Voltage..... Current ..... Frequency
  - g. Rated capacity in KVA
  - h. Number of units
- 7. State whether or not the units are in good operating condition
- 8. If not in good operating condition, state the extent of damage:
  - a. Hydro turbine(s)
  - b. Generator(s)
  - c. Auxiliares
- 8. Load:
  - a. Kilowatt Hours now produced per day
  - b. Present Night Peak Load in KW
  - c. Present Day Peak Load in KW
  - d. Probable daily Kilowatt Hours to be produced at the end of 1942
  - e. Probable Night Peak Load in KW at the end of 1942
  - f. Probable Day Peak Load in KW at the end of 1942
- (4) *Internal combustion engine (s) as direct source(s) of power:*
  - 1. Location
  - 2. Name of owner
  - 3. Purpose
  - 4. Internal Combustion Engine(s):
    - a. Kind
    - b. Name of manufacturer
    - c. Date of manufacture
    - d. R. P. M.
    - e. Type
    - f. Rated capacity in Horse Power
    - g. Number of units
  - 5. State whether or not in good operating condition
  - 6. If not in good operating condition, state the extent of damage:
    - a. Internal Combustion Engine(s)
    - b. Auxiliares
  - 7. Fuel:
    - a. Kind
    - b. Quantity consumed per day
    - c. Amount of present stock
    - d. Availability in the future
    - e. Remarks on suitability and efficiency of fuel

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

Source: Office of the Solicitor General Library

**Instruction No. 112**  
**ENFORCEMENT OF THE PROGRAM OF PRODUCTION**  
**OF SUGAR AND ALCOHOL FOR THE YEAR 1942-1943**

*November 5, 1942*

The Honorable

The COMMISSIONER OF AGRICULTURE AND COMMERCE (Through the Honorable, the Chairman  
of the Executive Commission)

Manila

In accordance with the accompanying program for the production of sugar and alcohol for the year 1942-1943, you are hereby directed to give necessary instructions to various sugar mills mentioned in the attached sheet, so as to leave nothing to be wanted in connection with the execution of the said production.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Reference:* Program for the enforcement of the production of sugar and alcohol for the year 1942-1943

*Source:* Office of the Solicitor General Library

**Instruction No. 113**  
**TRIAL COMMUNICATIONS OF POSTAL MATTERS**  
**IN THE PHILIPPINES**

*November 11, 1942*

Hon. QUINTIN PAREDES

Commissioner of Public Works and Communications (Through the Honorable, the Chairman of the Executive Commission)  
Manila

In order to ascertain the time required under present circumstances for the conveyance and delivery of postal matter between principal places within the Philippines, you are requested to instruct the Director of the Bureau of Communications to send trial communications between principal places and to report to the Department of Communications of the Japanese Army Administration the actual period of time covered by the trial test, with a view to studying the possibilities for improving and rendering a better interisland mail service in the Philippines.

With regard to the details for the dispatch of the trial communications, officers concerned of the Bureau of Communications will be informed accordingly by the officer in charge of the Japanese Military Administration.

DIRECTOR  
DEPARTMENT OF GENERAL AFFAIRS  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 114**  
**RECONDITIONING OF RADIO RECEIVING**  
**APPARATUS**

*November 14, 1942*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
Manila

In order to protect the public in general from uneasiness caused by the enemy propaganda, the Office of Electrical Communications in the Philippines is considering reconditioning of radio receiving sets and apparatus in general.

You are, therefore, instructed to get in touch with the Office of the Electrical Communications so as to make the necessary arrangements before the reconditioning work is started, in order that instruction and guidance could be given to the public accordingly.

It is further requested that necessary arrangements be made with the Chief of the Electrical Communications for detailing several policemen to protect and guard the public in general during the said reconditioning work.

In addition to the above, you are also requested to complete the registration of repairers of radio receivers, etc. (Instruction No. 96), as soon as possible, since the prescribed Certificates "A" and "B" for listening in to radio broadcasts is necessary for this reconditioning work.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 115**  
**REOPENING OF PRIVATE TECHNICAL COLLEGE**

The Honorable  
The COMMISSIONER OF EDUCATION, HEALTH  
AND PUBLIC WELFARE  
(Through the Honorable  
The Chairman of the Executive Commission)  
Manila

You are hereby directed to permit the reopening of the Mapua Institute of Technology, subject to the following conditions:

(1) Special emphasis should be put on the training of engineers and technicians who may be of service to the establishment of the New Philippines.

(2) A necessary measure should be adopted for the acquisition of Japanese language.

The above example should be followed in granting the permit to reopen other private technical schools and colleges in the future.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 116**  
**PAYMENT OF FUNDS APPROPRIATED FOR**  
**LOCAL RECONSTRUCTION WORK**

*November 24, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

Whereas the necessity has arisen for funds in local reconstruction work in the provinces, you are hereby instructed to remit to the Intendance Section of the Japanese Expeditionary Forces in the Philippines, at your earliest convenience, the sum of five hundred thousand pesos (₱500,000) appropriated for that purpose by item 3 of III (Special Purposes), paragraph A (Executive Commission), Section 1 of the attachment (Executive Order No. 65) of Order No. 14.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*



**Instruction No. 117**  
**INQUIRY CONCERNING ELIGIBILITY FOR REGISTRATION**  
**AS NURSE OF BURMESE SUBJECT**  
**MISS NAW NGWE YA**

*November 24, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

In connection with your inquiry dated November 9, 1942, concerning the above-mentioned subject-matter, you are hereby informed that there is no objection whatsoever.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

[EDITOR'S NOTE: Inquiry by the Chairman of the Executive Commission, dated November 9, 1942, and referred to in the above Instruction No. 117, reads as follows]:

MANILA, *November 9, 1942*

His Excellency  
The DIRECTOR GENERAL  
Military Administration  
Manila  
SIR:

I have the honor to forward herewith an affidavit subscribed by Miss Naw Ngwe Ya on October 23, 1942, together with the covering letter of the Chairman of the Board of Examiners for Nurses and an indorsement of the Chief of the Civil Service dated October 29 and November 2, 1942, respectively. It appears from these papers that Miss Naw Ngwe Ya applied for admission to the nurse examination given on October 26-29, 1942, and that she was conditionally admitted by the Board of Examiners for Nurses because of her nationality. The Board of Examiners for Nurses now requests an expression of your opinion whether or not in the light of her affidavit above-mentioned her national status would present an obstacle to the granting of her application under the present circumstances. Among other things, Miss Naw Ngwe Ya states in her affidavit that's she is a native of Katiya, Burma, having been born there on February 5, 1915; that her national status was that of a British subject by birth; that when she came to the Philippines she used a British passport because at that time Burma was under the British; that she understands that her country is now under the Japanese; and that, in view of the Japanese occupation of her country, she no longer considers herself as a British subject.

The case of Miss Ding Seuk Ching cited in the within papers was decided by your office in Instruction No. 81 dated September 11, 1942. In forwarding the papers of that case to the Military Administration, this office stated that the law regulating the practice of the nursing profession in the Philippines provides, among others, that every candidate who successfully passes the nurse examination given by the Board of Examiners for Nurses shall receive a certificate of registration as nurse, and that no distinction is made in the law as between Filipinos and foreigners who apply for registration provided that they have previously passed the said examination. These statements also apply in the case of Miss Naw Ngwe Ya.

However, in view of the present situation, this office desires to lay before the proper authorities the matter as to whether or not the grades of Miss Naw Ngwe Ya in the nurse examination given on October 26-29, 1942, should be released and, if successful, her name entered in the registration book of the Board of Examiners for Nurses.

Respectfully,

JORGE B. VARGAS  
*Chairman of the Executive Commission*

Source: Office of the Solicitor General Library

**Instruction No. 118**  
**COMMENCEMENT OF HANDLING OF POSTAL**  
**MATTER OF PRISONERS OF WAR**

*November 30, 1942*

Hon. QUINTIN PAREDES  
Commissioner of Public Works  
and Communications  
Manila

The handling of postal matter of prisoners of war will be commenced and the exchange thereof be effected between the Gun Yasen Yubin Syo and all post offices in the Philippines, in accordance with the following principles, as from December 1, 1942. You are, therefore, requested to order the necessary arrangements and to inform the general public of this matter.

1. Postal matter of prisoners of war (hereinafter to be called HURYO YUBIN), shall be postal matter exchanged (dispatched and received) between Filipino prisoners of war (prisoners captured during the military operations in the Philippines and concentrated in prisoners' camps maintained by the Government of Japan) and the general public, including governmental offices in the Philippines (hereinafter to be designated the GENERAL PUBLIC).

2. The kinds of postal matter to be dispatched as Huryo Yubin by the General Public shall be as follows:

(a) Letters,

(b) Post cards, and

(c) Newspapers and magazines issued or authorized by the Army authorities.

The above are to be handled as ordinary postal matter only.

3. The languages to be used in Huryo Yubin shall be restricted to the following:

(a) For postal matter addressed to prisoners concentrated in prisoners' camps within the Philippines:

Plain Japanese

Tagalog

English

(b) For postal matter addressed to prisoners concentrated within Japan Proper:

Plain Japanese and English

The names and addresses of both the senders and addressees shall be written clearly and in detail in either Japanese characters (in case Kanji are employed, Kana shall be supplemented thereto) or in Roman letters.

4. The quotation "HURYO YUBIN" shall be written or stamped by the sender on the upper part of the face of all envelopes and covers containing Huryo Yubin. This shall be done either in Japanese characters or Roman letters.

In case the quotation "HURYO YUBIN" is missing and it is clear that the postal matter in question are Huryo Yubin, the post offices handling such are authorized to write or stamp the quotation for the sender, and to handle the postal matter as such.

5. Huryo Yubin shall be exempt from any postal charge.

6. Censorship by the Japanese Military Police of Huryo Yubin in the post offices of the Philippines shall not be exercised.

7. The exchange of Huryo Yubin between the Gun Yasen Yubin Syo and the post offices of the Philippines shall be done in the following manner:

(a) Huryo Yubin accepted by the post offices of the Philippines shall be separated from general postal matter and shall be divided into two groups: for prisoners' camps in the Philippines, and for prisoners' camps in Japan Proper, and forwarded to the nearest Gun Yasen Yubin Syo.

Huryo Yubin addressed to the General Public shall be forwarded by the Gun Yasen Yubin Syo to the nearest post offices.

(b) The handling of Huryo Yubin between the post offices of the Philippines and Gun Yasen Yubin Syo shall be done according to Instruction No. 108, "Commencement of exchange of military postal matter and general postal matter in the Philippines."

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 119**  
**INSTRUCTION REGARDING THE SELECTION OF**  
**FILIPINO RIDING PONIES**

*December 2, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

With regard to the above, the candidate ponies already selected will be reviewed and re-selected by the Army authorities according to the following plan. You are, therefore, requested to notify the persons concerned and to receive further instructions from Mr. Igarasi (Siseikan) of the Sangyoobu (Department of Industries).

**SCHEDULE**

1. Date, time and place of assembly of ponies and owners:

December 14th, at 9:00 o'clock, San Lazaro Hippodrome, Manila. Ponies selected from the City of Manila and Pasig, Rizal.

December 15th, at 9:00 o'clock, Plaza of the San Jose Church, Batangas. Ponies selected in Batangas, Lipa and San Jose, Province of Batangas.

December 15th, 12:00 noon, the Rizal Park, Calamba, Province of Laguna. Ponies selected at Calamba and Santa Rosa, Province of Laguna.

2. Instructions regarding the ponies selected will be issued by the Chief of the Selection Committee, Lieutenant-Colonel Simada.

3. An allowance of ₱8 per head will be awarded to all ponies assembled.

**DIRECTOR GENERAL**  
**JAPANESE MILITARY ADMINISTRATION**

*Source: Office of the Solicitor General Library*

**Instruction No. 120**  
**COMMENCEMENT OF THE HANDLING OF BOOKS,**  
**PRINTED MATTER AND COMMERCIAL**  
**DOCUMENTS BY THE POSTAL**  
**SERVICE**

*December 5, 2602*

Hon. QUINTIN PAREDES  
Commissioner of Public Works and  
Communications  
Manila

The handling of books, printed matter and commercial documents by the Postal Service within the Philippines and also between the Philippines and Japan, Mansyu (Manchukuo), Tyuka Minkoku (Republic of China), and places in the southern area, shall be commenced as from December 10, 2602.

Consequent to this new arrangement, the following amendments shall be made to Instruction No. 94, "Commencement of the exchange of postal matters between the Philippines and other countries and places," Instruction No. 4, "concerning reopening of postal administration in the Philippines" and Watari Gunseiko No. 285, "Concerning partial revision of postage rates in the Philippines."

You are, therefore, hereby instructed to arrange for the enforcement of the above and to notify the general public thereof.

**AMENDMENTS**

*I. Amendments and supplementations to Instruction No. 94.*

Item (c), section 1 of article 3, to be amended as follows, and item (d) and (e) to be added thereto:

"(c) Newspapers, magazines and other periodical publications issued or authorized by the Army provided that, on the upper part of each cover the following quotation shall be written or stamped by the publishers: 'Approved by the Imperial Japanese Expeditionary Forces in the Philippines on (Date: Day, month and year).' "

"For the sake of convenience, however, the insertion of this quotation shall be done by the post offices concerned to newspapers and magazines issued previous to October 31, 2602, and to periodical publications other than newspapers and magazines, issued previous to December 30, 2602.

"(d) Printed matter answering to the following descriptions:

"(1) Publications of the Imperial Japanese Government or Governmental Offices, and publications authorized in the Empire of Japan.

"(2) Books and printed matter published, authorized or approved in censorship by the Imperial Japanese Army.

"(3) Dictionaries, Statistics, Medical Books, Maps, Charts and other books regarding Science and Arts, Commerce and other printed matter not containing references to or dealing with Politics, Military Affairs, Diplomacy or problems of thought, opinion or ideas.

"(e) Commercial documents, the contents of which are all or partially handwritten, stamped or typewritten, which have no nature of communication addressed to any specified person and have no reference to or dealing with discussions on Politics, Military Affairs, Diplomacy or problems of thought, opinion and ideas."

*II. Amendments to Instruction No. 4.*

Item (c) of section 1 shall be amended as follows by revising item (3), inserting a new item (e) and changing the former items (e) to (f)

"(e) Newspapers, magazines and other periodicals published or authorized by the Army, provided, however, that on the upper part of each cover shall be written or stamped by the publisher the following quotation: 'Approved by the Imperial Japanese Expeditionary Forces in the Philippines (Date: Day, month, and year).'

"(e) Books and printed matter described below: "Dictionaries, Statistics, Medical Books, Maps, Charts and other books regarding science and arts, commerce and other printed matter not containing references to or dealing with politics, military affairs, diplomacy or problems of thought, opinion and ideas."

*III. Addition to Watari Gunseiko No. 285.*

The following No. 3 shall be added next to No. 2: "No. 3. Third-class postal matter (other than first-class and second-class postal matters), four centavos (₱.04) per 100 grams or fraction thereof."

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source:* Office of the Solicitor General Library

**Instruction No. 121**  
**ORGANIZATION OF MEANS FOR HANDLING AND**  
**DISTRIBUTING FRESH MILK**

*December 19, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

You are hereby instructed to adhere to the following procedure in connection with the handling of fresh milk (cow and carabao milk), thus to insure proper collection, sterilization methods, and distribution of the above-mentioned commodity.

1. Proper surveillance of provincial, city, and municipal and other authorities shall be exercised in order to enforce strict adherence to existing laws and regulations.
2. In the City of Manila and in other places where it is deemed necessary, regulations concerning the fresh milk business shall be supplemented with a view to attaining the desired results.
3. When issuing orders or regulations in connection with this Instruction, the approval of the Japanese Military Administration shall be required.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source:* Office of the Solicitor General Library

**Instruction No. 122**  
**PARTIAL REVISION OF SCHEDULES OF PRINCIPAL**  
**BUS LINES TERMINATING IN MANILA**

*December 9, 2602*

The Honorable  
The COMMISSIONER OF PUBLIC WORKS AND  
COMMUNICATIONS  
Manila

You are hereby instructed to effect as from December 16, 2602, a partial revision, according to the attached table, of the operation of schedule of the principal bus lines terminating in Manila as was indicated by Instruction No. 25 issued May 8, 2602.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

Reference: Revised Schedule for Main Bus Lines

Source: Office of the Solicitor General Library

**Instruction No. 123**  
**ALLOCATION OF PERSONNEL FOR THE**  
**INCREASE IN PRODUCTION**  
**OF COPRA**

*December 11, 1942*

In reply to the demand for an increase in the production of copra, which is one of the most important Filipino products and the direct means of livelihood to a large industrial population, it has been decided to allocate in accordance with the following plan, personnel to copra producing regions for the express purpose of increasing copra production.

This measure is proposed for increasing the income of copra workers and the unemployed masses in general and, later, if expedient, the scope of the plan shall be enlarged in correlation with food production and other industries.

You are, therefore, instructed to act accordingly, and by giving due encouragement and guidance to the provinces and municipalities concerned to ensure, to the best of your ability, the successful execution of this measure.

You are, furthermore, instructed to expressly regard this step as an integral portion of the practical activities of the KALIBAPI.

**PLAN**

1. Approximately 20 municipalities in the regions surrounding San Pablo, Lucena, and Siain shall, for the present, be designated as copra producing municipalities and an average increase of 400 tons per day per municipality shall be projected. On the results obtained shall depend the designation of additional municipalities. Each designated municipality shall be required to organize a Copra Production Cooperative Society to which special personnel shall be assigned in order to obtain fruitful results.

2. The number of copra production personnel to be assigned to each municipality may vary with the circumstances, but in general the allocations shall be made on the basis of 40 men to each municipality.

3. The selection and employment of the copra production personnel shall be done by the Philippine Executive Commission under the direction of the Japanese Military Administration. The Department of the Interior of the Japanese Military Administration shall be in charge, the Department of Industries collaborating.

4. The Philippine Executive Commission shall issue to the provinces, cities, and municipalities designated by the Japanese Military Administration the necessary orders and instructions regarding the conveniences to be accorded to the copra production personnel and shall ensure, by proper confirmatory measures concerning the actual nature of this plan, the checking of all misunderstanding among the copra producing population. The Philippine Executive Commission shall further undertake to prevent any anxiety concerning the relationship between the landowners and tenants of the designated municipalities.

5. Appropriate wages shall be paid out to the copra production personnel.

6. The expenses incurred in dispatching and allocating the copra production personnel shall be defrayed by the Philippine Copra Purchasing Union.

7. The period of work by the copra production personnel shall, for the present, be one month: December, 1942.

**ADDENDUM**

The plan shall be put into execution for the present in twenty municipalities selected from the twenty-five listed below:

*San Pablo Area.*—San Pablo, Alaminos, Dolores, Tiaong, Candelaria, Calawang, Rizal, Nagcarlang, Lilio.

*Lucena Area.*—Lucena, Sariaya, Tayabas, Lucban, Sampaloc, Pagbilao, Malikboy.

*Siain Area.*—Atimonan, Siain, Padre Burgos, Gumaca.

*Pagsanjan Area.*—Pagsanjan, Cavinti, Luisiana, Majayjay.

**DIRECTOR GENERAL**  
**JAPANESE MILITARY ADMINISTRATION**

*Source: Office of the Solicitor General Library*



**Instruction No. 124**  
**AMENDMENT TO SECTION 61 (a) OF THE**  
**INSURANCE ACT**

*December 11, 1942*

The Honorable  
The CHAIRMAN OF THE EXECUTIVE COMMISSION  
Manila

You are hereby directed to take necessary steps to see to it that section 61(a) of the Insurance Act in which it states "less than one year," be amended to read "less than three months."

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 125**  
**REOPENING OF THE COLLEGES OF ENGINEERING**  
**AND PHARMACY OF THE UNIVERSITY**  
**OF THE PHILIPPINES**

*December 19, 1942*

The Honorable  
The COMMISSIONER OF EDUCATION, HEALTH  
AND PUBLIC WELFARE  
Manila

You are hereby instructed that in connection with the reopening of the College of Engineering and the College of Pharmacy of the University of the Philippines, the following items shall be strictly adhered to:

1. That in accordance with Order No. 2 issued by the High Command on February 17, 1942 a thorough renovation of the scholastic attitude shall be accomplished and that the above-mentioned Colleges shall be truly instrumental as organizations for the development of leaders of the New Philippines.
2. That the learning of the Japanese language shall be one of the conditions for graduation.
3. That particularly in the College of Pharmacy special stress shall be laid upon the research of medicines produceable in the Philippines.
4. With regard to budgetary matters an understanding shall be reached with the Office of the Auditor General and Director of the Budget in accordance with the following:
  - (a) Salaries and wages shall be paid from the savings of salaries and wages in accordance with the provisions of section 9 of Executive Order No. 107.
  - (b) Administrative expenses shall be defrayed from the savings of salary, wages and administrative expenses, in accordance with section 3 of the aforementioned Executive Order.
  - (c) Tuition fees shall be collected as a matter of course.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 126**  
**TEACHING OF THE JAPANESE LANGUAGE**  
**IN PUBLIC AND PRIVATE**  
**ELEMENTARY SCHOOLS**

*December 24, 1942*

The Honorable  
The COMMISSIONER OF EDUCATION, HEALTH  
AND PUBLIC WELFARE

You are hereby instructed to make the teaching of the Japanese language compulsory in all public and private elementary schools in the Philippines as from the month of January, 1943, and to take proper measures for the enforcement thereof in accordance with the following:

- (1) The Japanese language shall be taught in all school grades.
- (2) The Japanese language shall be taught every day and for the time being at the rate of not less than 100 minutes per week. It will not be permitted, however, to prolong the total teaching time allotted for all the courses.
- (3) The textbook to be used shall, for the time being, be "HANASI KOTOBA."
- (4) In schools where it is not possible to procure the necessary language instructors during the period governed by these instructions, some delay in the teaching of the Japanese language shall be allowed with the permission of the Japanese Military Administration. However, appropriate measures shall be taken as early as possible to rectify the situation.
- (5) In schools where the Japanese language is already being taught, the teaching shall be continued in accordance with these instructions.
- (6) The teaching of the Japanese language shall, in principle, be carried out by the direct method. However, when owing to the limited capacity of the instructors this is impracticable; it will be permissible for the time being to use English or other languages as a means of supplementary explanation.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

**Instruction No. 127**  
**INSTRUCTION CONCERNING INQUIRY REGARDING**  
**THE NUMBER OF THE COMMEMORATIVE**  
**STAMPS ISSUED ON**  
**NOVEMBER 12, 1942**

*December 26, 1942*

To Mr. JORGE B. VARGAS

Chairman of the Philippine Executive Commission

Manila

Regarding the above subject, you are instructed to the effect that it is not necessary for you to reply to the inquiry.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*

(The following papers comprise the enclosures of Instruction No. 22.—EDITOR.)

**INSTRUCTION (INDUSTRY) NO. 133  
MANAGEMENT, PROVISIONALLY ENTRUSTED,  
OF THE MILITARY  
CONTROLLED FACTORY**

MANILA, *May 2, 1942*

MR. PEDRO SABIDO

You are hereby entrusted provisionally of the management of the National Abaca and Other Fibers Corporation under the conditions as prescribed in the attached papers and therefore you are required to submit a letter of acceptance in a given form attached herewith.

DIRECTOR-GENERAL OF THE JAPANESE  
MILITARY ADMINISTRATION

NOTE:

The same form of instruction was sent to each of the following—

Mr. Vicente Sabalvaro	Instruction No. 134
Mr. Conrado Benitez	Instruction No. 135
Mr. Edward Taylor	Instruction No. 136
Mr. Gregorio Anonas	Instruction No. 137

**INCIDENTAL CONDITIONS**

I. In the following cases the provisionally entrusted management shall be cancelled:

(1) In case a formal trustee or disposition of the corporation has been decided by the Imperial Japanese Forces.

(2) In case there is any violation of these incidental conditions.

(3) In case the Imperial Japanese Forces considers it necessary.

II. In the Textile Department of the National Development Company participation of the following Counsellors is required in its business management:

Shohei Kitajima

President of Kinkwa Meriyasu Co. (P. I.), Inc.

III. Seek guidance of the following advisers in the business management of each corporation:

Jose G. Sanvictores, Assistant Commissioner of the Department of Agriculture and Commerce.

Isaac Barza, Assistant to the Chairman of the Executive Commission.

IV. Instructions from the Military Administration must be obtained as to the following matters:

(1) Establishment of the plantilla and of salary schedule.

(2) Manufacturing of products and dealers or customers of the products.

(3) Disposition of profits.

V. The following monthly reports must be submitted to the Office of the Military Administration by the 10th of the following month:

(1) Monthly business report—

*a.* Kind of products.

*b.* Number or quantity of the products.

*c.* Process by which principal raw materials have been obtained and quantity of stocks at hand.

*d.* Selling prices of the products and list of customers.

*e.* Statement concerning the fuel and electric power.

*f.* Number of laborers (male and female separately) and average wages per day.

(2) Monthly statement of the income and expenditure.

(3) Monthly trial balance sheet (clarify the difference between assets of the original owner and those of the provisional trustee.)

VI. Management shall be under supervision of a supervisor detailed by the Military Administration.

VII. The accounts of the corporation shall be under supervision of the chief of the Intendance Corps of the Imperial Japanese Forces.

LETTER OF ACCEPTANCE

*May 4, 1942*

THE DIRECTOR GENERAL OF THE  
MILITARY ADMINISTRATION

Manila

SIR:

This is to acknowledge the receipt of your Instruction (Industry) No. 135, dated May 2, 1942, ordering management, provisionally entrusted, of the military controlled factory and to inform you of my sincere desire to fulfill my duty in managing the said factory observing the incidental conditions prescribed in your instruction.

Very respectfully,

CONRADO BENITEZ

*Source:* Office of the Solicitor General Library

**Instruction No. 1**  
**REGISTRATION OF RADIO RECEIVING SETS**

*January 7, 1943*

Hon. JORGE B. VARGAS  
Chairman of the Executive Commission  
Manila

In order to thoroughly prevent the public from being agitated by listening in to the enemy propaganda broadcasts, the "Seirei" concerning the reconditioning of radio receiving sets has been promulgated lately and the said reconditioning work is scheduled to be started from radio receiving sets already registered in accordance with Executive Order No. 73.

It seems, however, that there are still a considerable number of radio receiving sets which have not yet been registered. It is requested, therefore, that steps be taken to remind the public who own or hold radio receiving sets, whether being in use or not, to promptly register them with the proper authorities.

DIRECTOR GENERAL  
JAPANESE MILITARY ADMINISTRATION

*Source: Office of the Solicitor General Library*