

Japanese speaking persons to sit in the translation section (the major speeches will be translated.) Ushers should be familiar with all of the exits from the building, the location of restrooms, and the sequence of speakers and performers on the program. Ushers should make themselves clearly available to the members of the audience before and during the entire program.

Monitors
will organize the escort service. The purpose is to provide the service to anyone leaving the program before it is over. If we have an adequate number of people, we will try to provide two escorts per party. It is assumed that escorts will not be needed after the program since people will be leaving in large numbers. We should make an announcement asking people to watch out for each other.

Clean up consists of taking down some of the chairs, dismantling the stage partition, and sweeping the floor. Again, Rev. Asahi will supervise. We will make an announcement requesting clean up help. Steve Tatsukawa and Bob Toji will take care of the PA system.

OK
Table, literature and other materials must be returned to the JACCC. There should be a number of people to do this so that no one is alone on the street.

3. Candlelight procession 5:30pm to 7:00pm

Monitors

While the crowd is gathering, direct people to stay within the barriers.

As the candle distribution begins, urge people to merge towards the tables to get their candle and to join the procession. There will be instructions to the crowd given by PA system, but people tend to continue conversations with old friends and ignore the announcements, so please be aggressive in getting the crowd to move.

The procession route will be:

Leave the old nishi area proceeding west along the north side of First Street, cross First Street and go south along the east side of San Pedro Street, turn left at the end of the block and go east along the north side of Second Street, turn left into the Japanese Village Plaza, go through the JVP and turn left at First Street, go west along the south side of First Street, turn left into the Koyasan driveway staying on the left side of the driveway into the hall.

As the procession starts to form, monitors should space themselves evenly along the route, one monitor per fifteen people. Again, please be noisy about your presence so that people will know you are there as a helper. We do not have a

parade permit so the procession must stay on the sidewalk and must leave enough room on the sidewalk for others to pass. Continually remind the crowd to observe this rule if the procession starts to block the sidewalk.

One monitor will walk with the leaders of the procession, and two monitors will position themselves on each corner where the procession has to cross the street. One additional monitor will be positioned on the first corner, speaking to the lead monitor via walkie-talkie in order to control the speed of the procession. The two monitors on each corner are there to assist the marchers in crossing the street and if necessary, to hold up traffic until one group is across. These five monitors will stay in these positions until the procession has passed.

As the procession begins to enter the Koyasan driveway, the ushers will take over guiding the procession. Two monitors will position themselves at each end of the driveway, insuring that all people entering the hall walk on the left side of the driveway, and all people leaving the area walk on the right side of the driveway.

Buckets with some water in them will be available to deposit used candles into. If the procession takes a longer time than the candles will burn, monitors with buckets will walk back along the route so that people in the procession may get rid of the used candles and cups.

Two monitors will follow the procession picking up any candle or cup litter dropped by the marchers.

4. Miscellaneous entire day

Most of all, the role of monitors is to provide assistance to the crowd and to provide for the safety of all participants. The attitude to have during this activity is as HOSTS, not as cops or bullies.

We should have a limited ability to apply minor first aid in the event of injuries. At least one of the monitors in your team will be carrying medicine for slight burns. If any monitors have the slightest amount of first aid training, please let us know. Three physicians have volunteered to make themselves available for emergencies during the events of the day. They will be identifiable by

In the event of disturbances or trouble of any kind, the best way to handle it is as a group and not as an individual. Be on the lookout for any trouble and go to the aid of any monitor who encounters it. If you are the first monitor on the scene, call for help immediately, do not attempt to handle the whole thing by yourself no matter how capable you feel. A number of attorneys have made themselves available as legal observers, and we want their presence at any hotspots. These people will be identifiable by

In dealing with any kind of disturbance, we must always meet the problem with a defense which is equal to the offense. We should never be the ones to escalate altercations. This policy is easier to follow if a group of monitors is on the scene.

At the old Nishi, along the march route, and at the Koyasan before the program starts, some organizations may be allowed to hand out literature to the crowd. Lists of the approved groups will be handed out to all monitors. If you see someone handing out literature who is not on the lists, please inform

This is important, particularly if the person is bothering people.

Kay Ochi and Sandee Suzuki will be responsible for directing members of the media to certain individuals for interviews. It will be very difficult to have the press speak only to our representatives, but we can at least try to have a certain perspective be given news coverage. If you are approached by the media, try to direct them to one of these two people.

If you have any question, call: