



#### Wednesday, September 4, 10 A.M.–5 P.M. (EDT)

	TIME	#	LECTURE TITLE	PRESENTER
	10 а.м.	7	Genealogy and the Freedman's Bank: Records of the Freedman's Savings & Trust Company	Damani Davis National Archives at Washington, DC
Next	11 A.M.	8	Military and Civilian Personnel Records: The National Archives at St. Louis	Ashley Mattingly & Theresa Fitzgerald National Archives at St. Louis, MO
	NOON	9	Union Civil War Pensions	Claire Kluskens National Archives at Washington, DC
	1 P.M.	10	Federal Penitentiary Records	Jake Ersland National Archives at Kansas City, MO
	2 P.M.	11	Finding U.S. Colored Troops at the National Archives	Trevor Plante National Archives at Washington, DC
	3 P.M.	12	Genealogy Through Navy Decklogs	Mark Mollan National Archives at Washington, DC
	4 p.m.	13	Oh, The Stories They Tell: Chinese Exclusion Acts Case Files at the National Archives & Records Administration	Susan Karren National Archives at Seattle, WA



#### Session # 8

## MILITARY & CIVILIAN PERSONNEL RECORDS: THE NATIONAL ARCHIVES AT ST. LOUIS Theresa Fitzgerald and Ashley Mattingly

Archivists Theresa Fitzgerald and Ashley Mattingly will discuss the military and civilian personnel records maintained at the National Archives located in St. Louis. They will explain what can be found in the personnel files of former military service members and civil servants, how to request reproductions of the records, and the difference between records that are open to the public and those that are not.



# Genealogy Fair 2013

#### Session # 8

MILITARY & CIVILIAN PERSONNEL RECORDS: THE NATIONAL ARCHIVES AT ST. LOUIS



Both have worked as Archivists for NARA for 5 years. Theresa works with military personnel records and Ashley works with civilian personnel records.

**Theresa Fitzgerald** Bachelors in History - Oklahoma State University Masters in History with a Certificate in Museum Studies - University of Missouri, St. Louis. Before joining the National Archives, she worked as a Data Entry Archivist with the Missouri Historical Society (Richard A. Gephardt Papers).





**Ashley Mattingly** Bachelors in History – Washington College, Maryland Masters in Library and Information Science with a focus on Archival Administration – University of Southern Mississippi, Hattiesburg. Before joining the National Archives, she worked for a variety of museums and historical societies as a Costumed Interpreter, Education Assistant, Archivist, and Collections Management Assistant. She started working for the National Archives as a Preservation Technician. Ashley is a Certified Archivist under The Academy of Certified Archivists.



# Military and Civilian Personnel Records

#### The National Archives at St. Louis



THERESA FITZGERALD & ASHLEY MATTINGLY

#### National Archives at St. Louis @ the National Personnel Records Center

The National Archives at St. Louis (NARA)

- Maintains records that are in the legal custody of the National Archives

- Records in the custody of the National Archives are available to the public for research

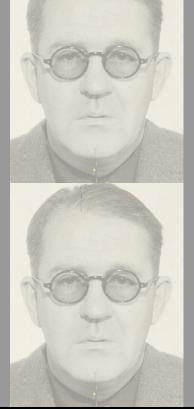
- Information within these records is open to the public, except for information protected by the personal privacy exemption of the Freedom of Information Act (FOIA), U.S.C. 552(b)(6).

#### National Archives at St. Louis @ the National Personnel Records Center

#### The National Personnel Records Center (NPRC)

- Maintains physical custody of records that are in still under the legal custody of the creating service branch or agency
- Information contained within these records is still protected under provisions of the Privacy Act of 1974 (P.L. 93-579)
- Information from these records is available to the public under conditions specified by the creating service branch or agency and according to FOIA.





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#### Archival Records & Project 62

- If a veteran was discharged, deceased, or retired 62 years prior to "today's date," it becomes a permanent accession to the National Archives and Records Administration; therefore the record is accessible to the public.
  - If the veteran separated from military service before today's date in 1951 -- The record is "Archival"
  - If the veteran separated from military service *after today's date in 1951 --* The record is considered an unaccessioned Federal record.

#### Unaccessioned Federal Records

- Official Military Personnel Files (OMPF) from all service branches for veterans with a separation date of "tomorrow's date" in 1951 or after
- Only accessible to the veteran, the veteran's next of kin or third parties with permission from the veteran or the veteran's next of kin
- Records also include military health and medical records of discharged and deceased veterans, retirees and military family members treated at military service medical facilities

- Official Military Personnel Files (OMPFs)
- Records of Persons of Exceptional Prominence (PEP)
  - Presidents, members of Congress and the Supreme Court; famous military leaders; decorated heroes; celebrities; and other cultural figures who served in the military
- Auxiliary Records
  - Morning Reports
  - Unit Rosters
  - Pay Vouchers
  - Officer Pay Cards
  - Selective Service Records
  - General Courts-Martial



# Official Military Personnel Files (OMPFs)

- Created primarily for administrative functions
- Contain information about the subject's service history:
  - date and type of enlistment/appointment
  - duty stations and assignments
  - training, qualifications
  - performance
  - awards and decorations received
  - disciplinary actions
  - insurance
  - emergency data
  - administrative remarks

- date and type of separation/discharge/retirement (including DD Form 214, Report of Separation, or equivalent)
- May also contain: birth certificates, marriage certificates, divorce decrees, letters, and photographs
- Detailed information about the veteran's participation in battles and their military engagements is **NOT** contained in the record

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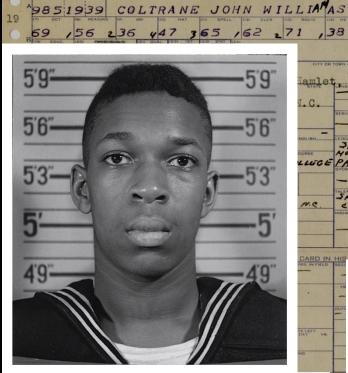




Branch of Service	Official Military Personnel Files, Archival Holdings
Army (includes Army Air Corps and Army Air Forces)	Enlisted discharge dates 1912 to 1951 Officers discharge dates 1917 to 1951
Navy	Enlisted discharge dates 1885 to 1951 Officers discharge dates 1902 to 1951
Air Force	All Personnel with discharge dates 1947 to 1951
Marine Corps	All Personnel with discharge dates 1895 to 1951
Coast Guard	All Personnel with discharge dates 1898 to 1951

### Persons of Exceptional Prominence

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Lloyd Neck Huntington New York April 28, 1941

AUS OF SERVICE AT SEPARATION Air Corps U. S. CITIZEN oro | Other EDUCATION (IN YEARS) HIGH SCHOOL COLLEGE Grad. IS JOB AID

COMPONENT

My dear Mr. Secretary:

FIRST NAME

CLARK

In view of the statements made by President Roosewelt at his White House press conference on April 25th, involving my commission as a reserve officer, and impugning my loyalty, character, and motives, I feel that I have no honorable alternative to resigning my commission.

Therefore, I now respectfully tender my resignation as Colonel in the United States Army Air Corps Reserve.

I take this action with deep regret, for my commission in the Air Corps, and my association with its officers and personnel, have meant much to me during the last sixteen years. I had hoped that in time of peace I might advocate



itizen. without giving up as an Air Corps officer statements of the President. nger possible. this letter to the proper

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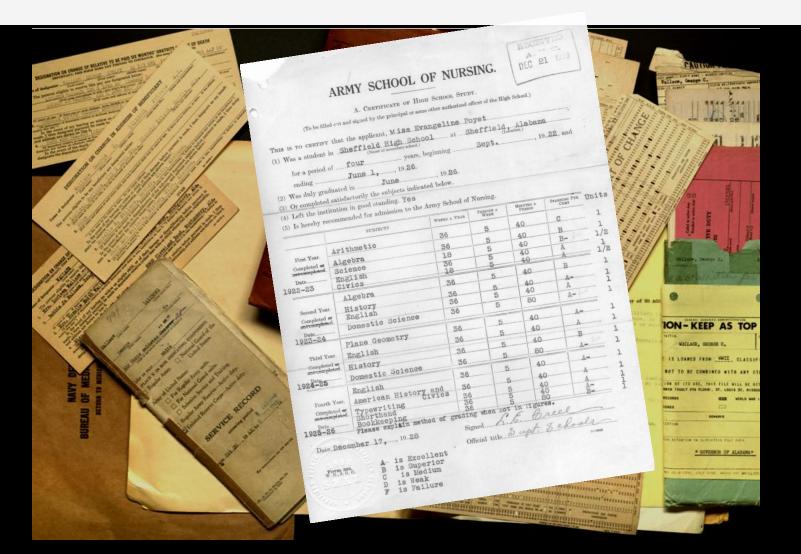
Paul Newman

John Coltrane

### Persons of Exceptional Prominence

- Presidents, members of Congress and the Supreme Court; famous military leaders; decorated heroes; celebrities; and other cultural figures who served in the military. To include:
  - Singer, Elvis Presley
  - Aviator, Charles A. Lindbergh
  - Presidents, John F. Kennedy, Lyndon B. Johnson, Dwight Eisenhower
  - Army Generals, Douglas MacArthur and George S. Patton
  - Baseball great, Jackie Robinson
  - Actor, Clark Gable
- Currently, more than 100 personnel files have been digitized and are available in CD or DVD format for purchase. This number increases monthly.
- For a complete list of PEPs visit: www.archives.gov/st-louis/military-personnel/public/ persons-of-prominence.html

### **Auxiliary Records**



# The 1973 Fire

Shortly after midnight, on July 12, 1973, a fire was reported at NPRC's military personnel records building



# The 1973 Fire

Records damaged or lost include over 17 million military records. Records damage occurred from both fire and water.

<b>Records Affected</b>	Criteria of Records Damaged	Estimated Loss
Army WWI Army WWII Army Post-WWII	11/1/1912-9/7/1939 9/8/1939-12/31/1946 1/1/1947-12/31/1959	80%
Air Force	9/25/1947-12/31/1963 surnames Hubbard-Z	75%

## The 1973 Fire



#### Non-OMPF ARCHIVAL RECORDS

Branch of Service	Record Series Description	Years
Air Force	Awards Card File, Air Force	1942-1963
Air Force	Morning Reports, Air Force	1947-1966
Air Force	Casualty Files / Mortuary Files / Individual Deceased Personnel Files (IDPFs), Air Force	1940-1973
Air Force & Army	Separation and Discharge Records, US Army and Air Force (QMDs in Registry)	1942-1959
Army	American Expeditionary Forces Card File	1917-1918
Army	Award Cards, WWI Army	1918-1940
Army	Chaplain Files	1917-1950
Army	Chemical Warfare Service Officers Index	1941-1959
Army	Courts Martial Records of Trial, General	1918-1938
Army	Courts Martial Records of Trial, Special (resulting in Bad Conduct Discharge) and General	1939-1976
Army	Courts Martial Summaries, American Expeditionary Forces in Germany	1919-1921
Army	Daily Officers' Reports of Changes, US Army	1918-1919
Army	Daily Sick Reports/Books, US Army and Army Air Force	1917-1946
Army	Dependency Folders, U.S. Army	1918-1943
Army	Deserters Vouchers, US Army (QMDs in Registry)	1926-1930
Army	Disability Discharges, US Army (QMDs in Registry)	1917-1939
Army	Discharge from Draft, US Army	1918
Army	Discharge Reports, WWI, US Army	1918-1920
Army	District of Columbia National Guard	1887-1945
Army	Mexican Border Service	1916-1917
Army	Morning Reports and Rosters, US Army	1947-1959
Army	Morning Reports, US Army	1912-1946
Army	Muster Rolls and Rosters, US Army	1912-1943
Army	National Guard Officers Pay Cards, 1922-1936	1922-1936
Army	National Guard Papers, WWI, US Army	1916-1919
Army	Nominal Checklists for Report of Sick and Wounded, US Army	1917-1939
Army	North Carolina WWI Index	1917-1918
Army	Nurses Cards, World War II Army	1944
Army	Nurses Individual Academic Records, US Army	1919-1937
Army	Officers' Reports of Change	1918
Army	Patient Rosters, US Army	1940-1946
Army	Pay Cards, Army Deserters	1943-1945



Photograph from the Army Student Nurse Individual Academic Records - 1919-1937

Branch of Service	Record Series Description	Years
Army	Pay Cards, Army Officers	1940-195
Army	Pay Cards, Army WWI Officers & Nurses	1917-192
Army	Pay Cards, Contract Nurses, US Army	1933-194
Army	Pay Cards, Contract Surgeons and Chaplains, US Army	1935-1942
Army	Pay Cards, Field Clerks, US Army	1917-192
Army	Pay Cards, Regular Army Officers and Field Clerks	1920-194
Army	Pay Cards, US Army, Reserve Officer Training Corps Students	1920
Army	Pay Cards, Warrant Officers, US Army	1917-192
Army	Pay Vouchers, Final, Army WWI, Officers & Nurses	1917-192
Army	Pay Vouchers, Final, Post WWI, WWII, and Post WWII	1926-195
Army	Pay Vouchers, US Army Enlisted, WWI (Multiple-name and Single-name)	1917-192
Army	Payments, Enlisted Men, US Army	1915-191
Army	Philippine Prisoners of War Card File (Registry)	1941-194
Army	Reserve Officer Training Camp Records: Officers & Candidates for Commission, US Army	1917-191
Army	Return of Nurse Corps, US Army	1917-192
Army	Russian Railway Service Corps	1917-192
Army	United States Soldiers Home Accounts	1900-192
Coast Guard	Card Records of Licenses Issued to Merchant Marine Officers 1910-1946	1910-194
Coast Guard	Deceased and War Casualty Seaman's Records	1937-195
Navy	Individual Deceased Personnel Files (IDPFs)	1964-197
Navy	Inpatient (Clinical) Record Files Non-Fixed Medical Facilities	1943-194
Navy	Officer Orders & Officer Personnel Jackets - South Pacific Force	not show
All Branches	Applications For Headstones	1925-197
All Branches	Applications for Headstones and Markers; Department of Memorial Affairs	1970-198
All Branches	Burial Case Files	1915-193
All Branches	Interment Control Forms	1928-196
Civilian	Civilian Employment Records - Official Personnel Folders and Service Record Cards	c.1875-195
Civilian	Civilian Internment Cards, WWII Individual	1941-194
Civilian	German Civilian Personnel Files	not show
SSS	Selective Service System - Registration Cards and Classification Ledgers	1940-197

# Morning Reports and Unit Rosters

- Created as part of personnel and payroll functions by the military service departments
- Used to verify events or assignments which may not be documented in an individual's Official Military Personnel File (OMPF)

COMPANY 432 754 CA
WORSENE REPORT 1400 7 June 154
STATION AIT AIR Field, Great Bend, Kansas ORGANIZATION 675th Bomb Sq(VH), 498th Bomb Cp VH aC
SERIAL NUMBER NAME GRADE CODE
OFFICERS
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# Morning Reports and Unit Rosters

Branch of Service	Record Type	Dates	Access
Army (includes Army Air Corps and Army Air Forces)	Morning Reports & Unit Rosters	November 1, 1912 - 1959	Archival
Army	Morning Reports & Unit Rosters	1960 - 1974	Non-Archival
Air Force	Morning Reports	September 1947 - June 30, 1966	Archival

# Final Pay Vouchers and Officer Pay Cards

Final Pay Vouchers: This collection of 19 million records provide name, service number and dates and character of service--the most critical service data elements needed for the reconstruction process.

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Officer Pay Cards for Army service members from World War I and World War II.

The Officer Pay Cards may contain the following information: in date, out date, rank and muster out pay.

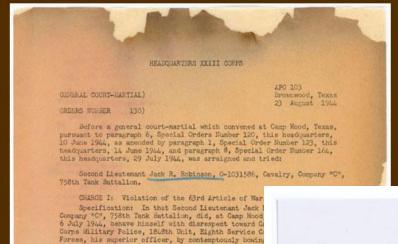
These records are an invaluable source for reconstructing basic service information.

### Selective Service Records

#### NARA at St. Louis maintains World War II through Vietnam era Selective Service Records – men born **April 28, 1877 to March 28, 1957**

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#### **Courts-Martial Records**



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YTC.

him several sloppy salutes, repeating several times words to that effect, and by acting in an insolent, manner toward the said Captain Gerald M. Bear.

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### Available are Army General and Special Courts-Martial Records from 1918-1976



2nd Lt. Jackie Robinson – ca. 1940s



### **Civilian Personnel Records**

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COOPER, Jordan C. 586 West Taylor, Kokomo, Indiana Title - Assoc., Inspector Grade - SP-6
Kit No
Plant - Delco Radio Division, Kokomo, Indiana
Age - 28 Farnsworth, Marion
Height - 5' 61-"
Weight - 135
Color Hair - Brown
Color Eyes - Brown

### **Civilian Personnel Records**

- Archival records date from the mid-nineteenth century to April 1951
  - In the complete custody of NARA
  - Information is available to the public
  - Certain information is restricted under terms of the Freedom of Information Act (5 U.S.C. 552 (b) (6))
- Non-archival records date April 1951 to the present day
  - In the custody of the agency that created the record
  - The National Personnel Records Center has physical custody of the records
  - Information is available to the public under FOIA
  - Information is protected by the Privacy Act of 1974



Included in the civilian personnel record holdings are employees who worked for the following agencies...

#### Umbrella Agencies

**Department of Justice** Department of the Treasury Department of the Interior **Department of Commerce** Department of Agriculture **Department of State Department of Labor** War Department **U.S.** Maritime Service **Civil Service Commission** 

Department of the Navy Panama Canal Company Post Office Department Veterans Administration Federal Security Agency General Services Administration Tennessee Valley Authority Independent Agencies

#### Sub - Agencies

- Alaska Railroad, 1903-1951
- Office of Censorship, 1939-1945
- Civilian Conservation Corps, 1933-1943
- Office of Comptroller of the Currency, 1907-1951
- US Customs, 1891-1947
- Office of Defense Transportation, 1941-1949
- Office of Emergency Management, 1941-1944
- Federal Bureau of Prisons, 1919-1947
- Office of Price Administration, 1940-1947
- Reconstruction Finance Corporation, 1932-1947
- War Production Board, 1942-1947
- War Relocation Authority, 1942-1946
- US Housing Corporation, 1918-1933
- US Food Administration, 1917-1919
- US Sugar Equalization Board, 1947
- National Mediation Board, 1920-1926
- US Railroad Administration, 1918-1937
- Fish and Wildlife Service, 1868-1947
- Coast and Geodetic Survey, 1903-1944
- Weather Bureau, 1941-1947
- Bureau of Census, 1900-1947
- Bureau of Accounts, 1936-1947
- Public Buildings and Parks of the National Capital, 1908-1933
- Office of Government Reports, 1935-1948
- Social Security Administration, 1947
- Bureau of Land Management, 1935-1947
- Bureau of Public Debt, 1917-1947
- Bureau of Plant Industry, Soils, and Agriculture,
   Office of War Information, 1933-1945 1908-1946
- US Geological Survey, 1879-1947

- Bureau of Mines, 1910-1947
- Bureau of Indian Affairs, 1850-1947
- National Park Service, 1921-1947
- Bureau of Agricultural Economics, 1912-1951 1947
- Food and Drug Administration, 1906-1947
- Public Health Service, 1915-1949
- Inland Waterways Corporation, 1926-1936
- Farmers Home Administration, 1932-1951
- Bureau of the Mint. 1893-1947
- Office of Territories, 1907-1951
- Soil Conservation Service, 1900-1947
- Bureau of Reclamation, 1902-1947
- Public Buildings Service, 1900-1950
- Agricultural Marketing Service, 1935-1947
- Federal Power Commission, 1929-1947
- Selective Service System, 1861-1951
- Bureau of Dairy Industry, 1945
- War Finance Corporation, 1918-1926
- Maritime Labor Board, 1938-1942
- Foreign Economic Administration, 1940-1945
- Office of Civil Defense, 1941-1945
- Natural Resource Planning Board, 1864-1938
- Public Housing Administration, 1867-1947
- Civil Aeronautics Board, 1943-1947
- Board of Investigation Research –
- Transportation, 1941-1944
- Federal Public Housing Authority, 1938-1941
- Federal Housing Authority, 1947
- Prison Industries Reorganization
- Administration, 1935-1940

- Committee for Congested Production Areas, 1943-1945
- Advisory Committee on Education, 1937-1939
- US New York World's Fair. 1937-1941
- Immigration and Naturalization Service, 1898- Commission on Organization of the Executive Branch of Government (Hoover Commission). 1947-1949
  - Rural Electrification Administration, 1936-1947

 Office of Scientific Research and Development, 1941-1947

• Committee of Fair Employment Practice, 1941-1946

- Federal Aviation Administration, 1934-1951
- Smaller War Plants Corporation, 1942-1945

 Office of War Mobilization and Reconversion, 1942-1947

- Price Decontrol Board, 1946-1948
- Office of Housing Expeditor, 1947
- Petroleum Administration for War, 1941-1946
- Federal Crop Insurance Corporation, 1938-1947
- War Assets Administration, 1946-1947
- Bonneville Power Administration, 1937-1947
- Agricultural Research Service, 1900-1947
- Bureau of Engraving and Printing, 1863-1951
- Office of Community War Services, 1941-1945
- National Bureau of Standards, 1941-1947
- National Recovery Administration, 1933-1936
- National Youth Administration, 1937-1941
- United States Shipping Board, 1917-1936
- Works Progress Administration, 1933-1943

### **Civilian Personnel Records**

Record types include:



Official Personnel Folders (OPFs)

Service Record Cards (SRCs)

# **Official Personnel Folders (OPFs)**

#### OPFs may contain the following documents:

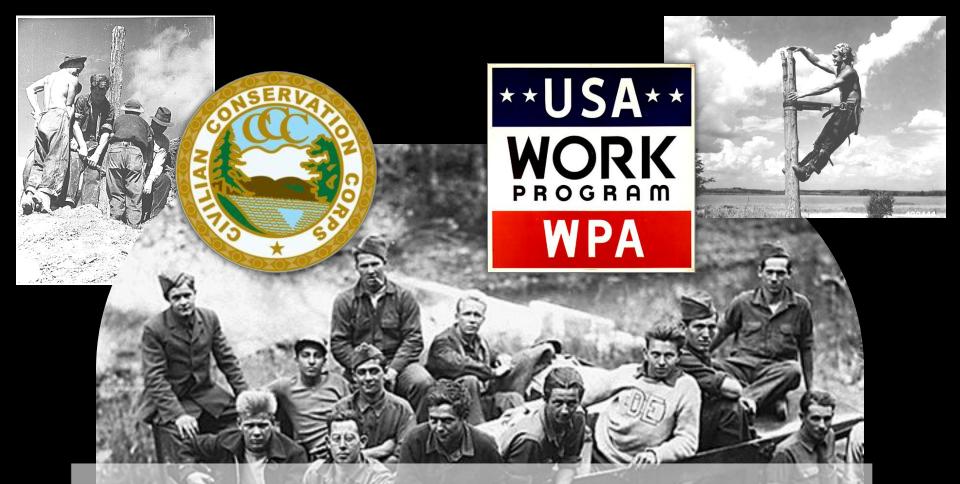
- Applications
- Oaths of Office
- Correspondence
  - Appraisals
- Leave and Pay Information
- Letters of Recommendation/Protest
  - Changes in Work Status
    - Photographs
    - Rarely: Vital Records



## Service Record Cards (SRCs)

# SRCs serve as a summary of an individual's employment with a specific agency

Name as it append	ars on oath_pay	roll-surnan	ae first,			1			PRESENT LES	DAL (VOTING) RE	MDENCH	
and the second s						1 3	lity or te	ranza	State Md.	Cour	. Marv's	Cong. Dist.
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riace of birth		Ma	aryland		ov. 9.	, ]	1874	4.		civil	service sta	atus
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Also available are the records of the Civilian Conservation Corps and the Works Progress Administration

#### WPA Forms

and and a second		(		UAL RECO			
			L GENERA	L INFORMATION	N 1		······
Serial No. CC	1627	X		time.	ior Ter	v. of Haws	11. (State)
1. Name	Furuya, G	aorge Moto	stone	2. Address	P.O.Box 2	35, Hilo,	Hawaii
3. Date of bi	irthAugust	2, 1925	*	4. Birthplace	Paauilo	, Hawaii	
5. Nearest re	elative Enta	ro Furuya	P.O. box	235, Hilo, He	Waii Terr	itory of H	(Relationship)
6. Citizenshi	ip: <sup>2</sup> Native born			Japanese	Address)	) qim (28)	(Kentionship)
8. Military o	or naval service .	None	ipment, 8	( per Il/H dates	4	18	, duo enorp exclungo,
9. Education	a (circle highest	grade complete	ed): Grammar se	hool, 1 2 3 4 5 6	7 8; high sel	nool,( ) 2 3 4;	college, 1 2 3 4; other
Libe educatio	on <u>2009-00-00</u>			enuma of hominan	non guine a co	ra pór 3gyung	10/40
10. Occupatio	onal qualification	142. under	Depart	ment	ombon), or	HNP-1, He	mail
		Oceu	pation IA* BECC	ORD OF SERVICE		Length	a of experience
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	Hilo Sugar	r Co.		T		2 Months	
Reenrolled (b)	·····	any of			18		
11. Were you	previously a me	mber of the Ci	vilian Conservati	ion Corps? No.	If so, fu	rnish the follow	ing information:
Company		1	Location	the state in the second second	Enrolled	Discharged	Character of discharge
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3. Company .			Cump				
***************			0	Tame, goda, and segmin	dino, typped or Ap	- meg)	empany Commandan
			II. OATH	OF ENROLLMEN	т		
I Ge	aorga	day of	lotomu	Furuye	10 de	solemnly swee	ar (or affirm) that the
information gi	(First name) iven above as to	my status is co	(Middle name) prrect. I agree t	(Last nam	e) vilian Conserv	ation Corps for	r a period of 6 months
for enrollment	. I understand	further that ar	y articles issued	to me by the Unite	d States Gove	ernment for use	proper authority, and ty and will accept such and arcs et hat any claim S. C. 5: 796), and that t which I was accepted while a member of the iction, loss, sale, or dis- I understand further on therefrom. So help
Place Hawa	ii National	Park, Haw	aii Signat	ure Hlorge (First nar	me) m	(Middle initial)	furuya (Last name)
Sworn to	and subscribed	before me this	<u>9th</u>	day of	Marc	h (a strain)	, nineteen
hundred and .	forty-two.	fooder the	same conditions	as my previous enn	ollment.		
I accept r	reenroliment in	terby 1	Rem	the ballog Her	p Director	, CCC-HNP	, Enrolling Officer.
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C. C. C. Form	No. 1	barne out words he	HI. RE	ENBOLLMENTS	taken before any	uncef.	2-10004
January 1, 19	134						1

#### Page 1 from a CCC Form 1—Individual Record

	Teton
WPA Form 402 Revised 2-15-36	NOTICE TO REPORT FOR WORK ON PROJECT 5
Name	Blain, Clarence E. Identification No. 5920-223
Address	Jackson Case No. 278 DateMarc. 8, 1939
	Wyo. Sex M Race W Certified A Noncertified
Transfer-Yes	No B From Project No. 701-2-200 to Project No. 701-2-200.
Additional inform	(2-28-39) WPA Form 604
You are asked to	report ready for work at 8:00 E A. M. P. M. on Thurs Mar. 9, 1935
at Biol	og ical Survey (flow) (Day of work and date)
8.8	Laborer on /UI-2-200
Wage class	UNSKILLEG
Location of proje	octJackson, Wyoe (City or village, State; street number, building or other egact location) Office
	(City of vinage, State, Street number, bunding of other elact location)
1.	Signature of placement officer Autor Autor Manager
	(Penalties are provided for illegal signature, transfer, or use of this form)
1	I HEREBY CERTIFY that I am the person named above as employee:
-	Employee's signature
TO PAY ROLL UNIT	Date employee begins work March 9, 1939
	Foreman's signature
	U. S. GOVERNMENT PRINTING OFFICE 16-4100
and the second se	

#### WFA FC.m 403 NOTICE OF TERMINATION OF EMPLOYMENT

Name Blain, Clarence E. Address Jackson, Wyoming.	
Now working asLaborer	(Titis of occupation)
at Elk Befuge, Bureau of Biologi	cal Survey, Jackson, Wyoming.
Effective .8:00 I A. M. D P. M. on	(Day of week and date)
employment will be terminated from Project No Resigned. to. take.up.other.	. 501-2-118 for the following reason: employment.
Resigned to take up other	

Albert Einstein. do solemnly swear

ARC Identifier 596270 Item from Record Group 21: Records of District Courts of the United States, 1685 - 2004

Albert Einstein Old Grove Rd. Nassau Point Peconic, Long Island

August 2nd, 1939

(or affirm) that I have read and understand the foregoing; that I do not advocate the overed States by force or violence; that I am not a member that advocates the overthrow of the Government of the d that during such time as I am an employee of the cate nor become a member of any political party or hrow of the Government of the United States by force

F.D. Roosevelt, President of the United States. White House Washington, D.C.

(Renewal of existing contract)

sawod ubroant for or onurib

Sir:

Mont Gustin

of the court will be impressed to as I

Some recent work by E.Fermi and L. Szilard, which has been com-

municated to me in manuscript, leads me to expect ium may be turned into a ne bert Einstei

mediate future. Certain as

to call for watchfulness an of the Administration. I believe therefore that it is my duty to bring to your attention the following facts and recommendations:

The develoyment of bombs and underwater weapons can be

This new phenomenon would also lead to the construction of bombs. and it is conceivable - though much less certain - that extremely powerful bombs of a new type may thus be constructed. A single bomb of this type, carried by boat and exploded in a port, might very well destroy

Signature of employee)

vou Neumann has got resters in searces of the problems Trustein in connected with shaped charges. husen allended an all day toufacture That Buchand held about six weeks ago al or restricted matters, as defined in Many Regulations, that may come Those indevertes in plastice shain, at facilitated by the theoretical investigation of explosions. The mathematical difficulties are very great and require the services of specialists in applied mathematics and physics. shock waves. 351

from the czechosiovakian mines which she has taken over. That she should have taken such early action might perhaps be understood on the ground that the son of the German Under-Secretary of State, von Weizsäcker, is attached to the Kaiser-Wilhelm-Institut in Berlin where some of the American work on uranium is now being repeated.

> Yours very truly. M. Edustein (Albert Einstein)

## How To Request Records

# What information is needed to locate a military personnel record?

ENLISTED RECORD AND REPORT OF SEPARATION HONORABLE DISCHARGE
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Ribbon 2 Overseas Service Bars Good Conduct Medal
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- Veteran's complete name as used in service
- Service number
- Branch of service
- Date and place of birth
- Dates of service
- For records affected by the 1973 fire additional information such as: place of discharge, last assigned unit, and place of entry into service may be useful.

# What information is needed to locate a civilian personnel record?



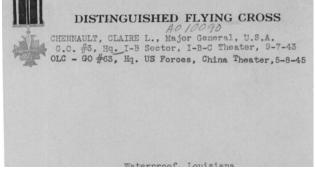
- Full name of employee and any alternate names or spellings
- Date of birth
- Employing agency/agencies
- Dates of employment
- Location of employment
- Social security number (if known)

#### How do I request copies of Official Military Personnel Files?

Individuals may access these records by:

• Mail a Standard Form (SF) 180, Request Pertaining to Military Records to:

National Personnel Records Center 1 Archives Drive St. Louis, MO 63138



- Fax a Standard Form 180 to: 314-801-9195
- Unaccessioned Federal records requests may also be made online via eVetRecs: <u>http://www.archives.gov/veterans/military-service-</u> <u>records/index.html</u> or by visiting the Federal research room, by calling 314-801-0800

How do I request copies of Civilian Personnel Records, Selective Service Records, Courts-Martial Records, and other Auxiliary Series?

Individuals may access these records by:

• Mail a written request to:

National Archives & Records Administration ATTN: Archival Programs P.O. Box 38757 St. Louis, MO 63138

Fee, Mary H. (Miss) J= 19, 1916. RESIGNED 3 or more years in classified service. Retired under provisions of Axt 2589 of the Philippine Begislature.

• Fax a request to: 314-801-9187

#### **Record Reproduction Fees**

- Official Military Personnel Files (OMPFs) and civilian Official Personnel Folders (OPFs)
  - \$70.00 for records over five pages
  - \$25.00 for records five pages or less
- Selective Service Records
  - \$20.00 for a classification ledger
  - \$7.00 for a selective service registration card
- Service Record Cards (civilian)
  - \$7.00 per service record card
- Persons of Exceptional Prominence OMPFs
  - Paper format: Eighty cents (\$.80) per page
  - Digital format for a fee ranging from \$20 \$250 depending on the size of the record.
     \* Not every record is presently available in digital format
- Additional Auxiliary Series (Burial Files, Chaplains Files, etc.)
  - Eighty cents (\$.80) per page
  - Minimum charge of \$20.00
- Army General and Special Courts-Martial Records
  - Tiered fee of \$65.00, \$98.00, \$145.00 depending on the size of the record

# Visit NARA at St. Louis' Archival Research Room

#### Location:

1 Archives Drive St. Louis, MO 63138

#### Public Hours:

Tuesday – Friday, (7:30am - 3:45pm CT)

#### **Contact Information:**

(314) 801-0850 <u>Stlarr.archives@nara.gov</u> (314) 801-0608 (Fax)



#### **Appointments are Required**

#### **Additional Contact Information**

#### Websites

The National Archives at St. Louis: http://www.archives.gov/st-louis/archival-programs/index.html

- Military Personnel Records open to the public (62 years in the past from "today's date"): <u>http://www.archives.gov/st-louis/archival-programs/military-personnel-archival/index.html</u>
- Military Personnel Records not yet open to the public: <u>http://www.archives.gov/st-louis/military-personnel/about-ompfs.html</u>
- Persons of Exceptional Prominence records: <u>http://www.archives.gov/st-louis/military-personnel/public/persons-of-prominence.html</u>
- Civilian Personnel Records open to the public (prior to 1951): <u>http://www.archives.gov/st-louis/archival-programs/civilian-personnel-archival/#written-requests</u>

Civilian Personnel Records not yet open to the public: <u>http://www.archives.gov/st-louis/civilian-personnel/index.html</u> Civilian Conservation Corps Records: <u>http://www.archives.gov/st-louis/archival-programs/civilian-personnel-archival/ccc-holdings-access.html</u>

#### Inquiries can be submitted to:

General archival inquiries: <u>stl.archives@nara.gov</u> Research room inquiries: <u>stlarr.archives@nara.gov</u>, phone line 314-801-0850 Persons of Exceptional Prominence records: <u>pep.records@nara.gov</u> Facebook and Twitter inquiries: <u>stlfb.archives@nara.gov</u> Public Programs: <u>stlpublic.programs@nara.gov</u>, phone line 314-801-0847



Military Personnel Records -- Theresa Fitzgerald: <u>theresa.fitzgerald@nara.gov</u>

Civilian Personnel Records -- Ashley Mattingly: <u>ashley.mattingly@nara.gov</u>