The National Archives at St. Louis holds many records series in card form, and most of them are little known. They provide valuable information for researchers who are recreating the service of a veteran whose personnel file was destroyed in the 1973 fire, and for those who want to learn about their civil servant ancestors, as well. Genealogists will find they contain names and addresses; birth, death, and service dates; and other personal details. Among the records we will discuss are World War I Award Cards, Air Force Award Cards (1942–1963), Arlington National Cemetery Interment Cards, Philippine POW Cards, Selective Service Cards, Civilian Service Record Cards, and more. We will also discuss records related to the cards and explain how the cards can lead to additional information.
David Hardin is an archives technician for the National Archives at St. Louis where he has worked since 2012. He earned a bachelor's degree from Murray State University in history, and his master's degree in library and information science from the University of Missouri.

Daria Labinsky, CA, is an archivist at the National Archives at St. Louis, where she has worked since 2010. She earned a bachelor's and a master's degree from Northwestern University, and a master's in library science from Emporia State University.
It’s in the Cards: Finding Family Members in the National Archives at St. Louis’ Card Series

Daria Labinsky and David Hardin, National Archives at St. Louis
Why we have these, and what else you should know

- Since the disastrous fire of 1973 the National Personnel Records Center has been receiving these cards to help reconstruct proof of military service.

- Because the NPRC houses civilian personnel folders, civilian cards were accessioned along with the records they support.

- Most of these series are in the National Archives Catalog; others are forthcoming.

- Some of the military collections also contain information about civilians.

- Many of these records now belong to Record Group 64: Records of the National Archives and Records Administration.

- Most arranged by surname.
World War I Award Cards
full name: United States Army Award Cards, 1918–1940

NAID 5720378

- **Creating Agency**
  - Adjutant General’s Office of the War Department

- **Function and Use**
  - Created to document service accomplishments, acts of heroism, injury

- **Scope and Content**
  - Cards document awards for actions ranging from the Civil War to World War II. Awards may also exist for civilians. Can also be related to peacetime acts or acts performed by service members outside the service of war. Other branches of service may be represented
World War I Award Cards

● **What could I find?**
  o Name
  o Service number
  o Rank
  o General Order number, order date, issuing organization
  o Award type, date awarded
  o Description of the event or act of heroism

● **Where can I go next?**
  o General Orders, if number listed. Many G.O. series in the National Archives Catalog
World War I Award Cards

Alvin York

York, Alvin C.
AG 201 & 220,523, Cables 2231 & 2997, per staff memo
W.P.D., 6963-284
Date of issue 3/20/19
Home add. Mrs. Mary York, (mother) Pall Mall, Tenn
For gallantry in action near Chatel Cheshery, France
10/3/18
G. O. 59-19

York, Alvin C. 1,910,421, Pvt. 1cl., Co. G, 328th Inf.
Tenn.
Italian Croce de Guerra.

French Medaille Militaire, by Pres. Decree of 5-5-19, &
Croix de Guerre with Palm, under Order No. 16046 D, dated
4-13-19, for act of (date and place not shown).

Montenegrab Bravery Medal.

1-17-34 ab 597
VA Master Index File
1917–January 1972
RG 15: Records of the Department of Veterans Affairs

- **Creating Agency**
  - Veterans Administration and predecessors

- **Function and Use**
  - Used to keep track of benefits allotted to veterans, their spouses, and dependents

- **Scope and Content**
  - Contains cards for more than 34 million veterans in both the “Prior Wars” (1917 through Sept. 19, 1940) and World War II time spans
  
  - Microfilm available for public use in Archival Research Room, WWII not open to the public
VA Master Index File

**What could I find?**
- Name
- Address
- Dates of birth, death
- Branch of service, unit, rank
- Enlistment and discharge dates
- VA claim number, numbers for other benefits

**Where can I go next?**
- Deceased Veterans Claim Files, 1917–1948
- Veterans Administration
VA Master Index File

- Edwin P. Hubble
- Born Nov. 20, 1889
- Captain, 343rd Infantry
- Madison, Wisconsin
- No claim file
• John Philip Sousa
• Born Nov. 6, 1854, died March 6, 1922
• Lieutenant, USNRF
• Port Washington, N.Y.
• XC 831431
American Expeditionary Forces Cards, 1917–1920

- **Creating Agency**
  - American Expeditionary Forces (presumed)

- **Function and Use**
  - Created by the Army AEF for personnel or benefits information

- **Scope and Content**
  - Contains 307,355 index cards on 2,562 microfiche
  - Only available in St. Louis Archival Research Room
American Expeditionary Forces Cards

- **What could I find?**
  - Name
  - Rank
  - Serial number
  - Discharge date
  - Information related to promotions
  - Death in service
  - Dates of service in Europe
  - Disciplinary actions

- **Where can I go next?**
  - OMPF?, pay cards and vouchers, other personal data series
American Expeditionary Forces Cards

- Philip S. Gage
- Ordnance Section, 3rd Army HQ
- Member Enemy War Material Board
- Returned to U.S. via Brest and proceeded to West Point
- WWII brigadier general
American Expeditionary Forces Cards

RICKEY, Branch
Major, Chem Warfare Service - Unassigned.
Date of arr. October 13, 1918.

COBB, Tyrus Capt. C.W.S.
Relieved from duty at Hamlen Fld and ord to proceed to HQ 308, for duty 0-361-116
Pay Cards

• Creating Agency
  o General Accounting Office, before that Office of the Auditor for the War Department

• Function and Use
  o Quartermasters used pay cards to track compensation, deductions given to service members and any deductions made to their pay

• Scope and Content
  o Include basic information about pay
Pay Cards

- What could I find?
  - Name
  - Rank
  - Organization
  - Pay, disbursing officers’ names
  - Date paid
  - Supplements to pay
  - Deductions
  - Miscellaneous other material (discharge date, “mount” allotment, addresses, etc.)

- Where can I go next?
  - Pay vouchers
  - Morning reports
Pay Cards

U.S. Army Reserve Officers Training Corps Student Pay Cards, 1920
NAID 3490909

• Joseph M. Pace

• Title: Student

• Travel pay for travel from Blacksburg, Va., to Camp Humphreys, Va.
Pay Cards

Regular Army and Field Clerk Pay Cards, 1922–1936

NAID 4723773

- John J. Pershing
- Rank: General
- Salary, rent, subsistence
- Insurance deduction
- More than one card, this one 1923–1924
Pay Cards

Regular Army and Field Clerk Pay Cards, 1922–1936

- Amy B. Persinger
- Title: 2nd Lt. Army Nurse Corps
- Longevity
- Pay, subsistence, deduction

<table>
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<tr>
<th>Name</th>
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<td>PERSINGER AMY B</td>
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<tr>
<td>Title</td>
<td></td>
<td></td>
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<td>2ND LT ANC</td>
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Pay Cards

National Guard Officers Pay Cards, 1922–1936
NAID 5573693

- Jesse S. Lindsay
- Rank: Lt. Col.
- Pay, rental, subsistence, mileage

Arranged by state, then alphabetically by name
Pay Cards

World War II Army Deserter Pay Cards, 1943–1945

NAID 4713145

- Creating Agency
  - General Accounting Office

- Function and Use
  - Created to document the pay deserters were owed at the time of desertion. Also provides proof of service

- Scope and Content
  - Includes basic military service information
  - May lead to court-martial record
World War II Army Deserter Pay Cards

- Pvt. William C. Neeley
- 11th Field Artillery Regiment,
- Battery B, 51st FA Training BN
- Service number 357-59-47

- Pvt. Luther G. Mullens
- Med Det., 927th Signal Battalion
- Service number 35-266-309
Pay Cards—Others

Army World War I Officers & Nurses Pay Cards, 1917–1921
NAID 1488383

Army Warrant Officer Pay Cards, 1917–1921
NAID 3518560

Army Field Clerk Pay Cards, 1917–1921
NAID 2990428

Army Contract Nurses Pay Cards, 1933–1940 (civilians)
NAID 4576276

U.S. Army Contract Surgeons and Chaplains Pay Cards, 1935–1942 (civilians)

Army Officers Pay Cards, 1940–1951
QTP Philippine Prisoners of War Cards, 1941–1945

- **Creating Agency**
  - Department of Defense, Department of War/Army

- **Function and Use**
  - Created to document military personnel and civilians held as POWs by the Japanese in the Philippines

- **Scope and Content**
  - These index cards contain information on U.S. Army personnel who were stationed in the Philippines in December 1941 and became POWs
  - Information on the cards vary, and there is little uniformity
QTP Philippine Prisoners of War Card File

- What could I find? - Where can I go next?

- Name
- Service number
- Rank
- POW camp number or name
- Entry date (date captured)
- Unit of organization
- Date of death
- Cause of death
- POW dates
- Military occupational specialty
- Evacuation ship and date

- Request OMPF or OPF
- Philippine Archives Collection—RG 407
- WWII Army Nurse Cards
QTP Philippine Prisoners of War Card File

- Margaret Marie Utinsky
- American Military Nurse
- POW Camp, Santo Tomas
- Evacuated to the United States 3/28/45

- Heleandro Tokmo
- Corporal United States Army
World War II Individual Civilian Internment Cards
NAID 5664306

- Creating Agency
  - War Department

- Function and Use
  - Generated in order to maintain a record of the men, women and children who were interned by the Japanese

- Scope and Content
  - Index Cards that contain information on civilian personnel detained in civilian interment camps within Japan and Japanese-occupied territory during WWII.
  - Cards were generated for various interred persons including civil servants, contract workers, spouses, children, and other individuals working and living in the South Pacific Islands prior to Japanese invasion. A wide variety of nationalities are represented including: American, Norwegian, Turkish, British, Swedish, Polish, Indian, Swiss, and many more.
World War II Individual Civilian Internment Cards

What could I find?
- Name
- Civilian status
- Nationality
- POW camp number or name
- Date of arrival
- Transfer among camps
- Date and cause of death
- Hospitalization
- Evacuation, date and method
- Name of the ship evacuated
- Country evacuated to
- Rare instances may contain: sex, race, DOB, POB, home address, marriage status, nationality of parents and much more

Where can I go next?
- Records of the Department of the Army (Project J, Casualty File and Missing Persons Act)
- Department of the Navy Prisoner of War (Civilian) World War II Records
- Philippine Archives Collection—RG 407
- Request OPF
### World War II Individual Civilian Internment Cards

#### Frances Woodson
- **Role:** Housewife
- **Internment Location:** POW Camp–Baguio
- **Interned:** 12/28/41
- **Released:** 9/15/42

#### Naila Woodruff
- **Role:** Turkish Civilian
- **Evacuation:** Evacuated to the United States 10/20/1945, USS General Brewster

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<td>19</td>
<td>OCCUPATION HOUSEWIFE (B HOSP. JAN. OCT.)</td>
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<td>RELEASED BAGUIO 9-15-42</td>
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<td>999-5-36</td>
<td>10</td>
<td>POW BAGUIO</td>
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Selective Service Registration Form 1
Record Group 147

- **Creating Agency**
  - Selective Service System

- **Function and Use**
  - Created to identify registrants, determine eligibility for military service, and create an order in which to induct into service

- **Scope and Content**
  - WWII and PWW registration cards that contain information on selective service registrants
  - Men from every state, Washington, D.C., and the territories of Guam, Puerto Rico, Virgin Islands, and the Canal Zone were required to register

- **Arrangement**
  - WWII registration cards are organized alphabetically by state. Exceptions are New York City, Mississippi, and Utah
  - PWW registration cards are organized by state, thereunder by local board which corresponds to the registrants address at the time of registration
Selective Service Registration Form 1

- **What could I find-WWII?**
  - Name
  - Address
  - DOB, POB
  - Height, weight, race, hair color, eye color, complexion
  - Name and address of employer
  - Name and address of a person who would always know the registrant’s address
  - Local board
  - Order and serial number
  - Date of registration
  - Possibly more!

- **What could I find-PWW?**
  - Name
  - Address
  - DOB, POB
  - Height, weight, race, hair color, eye color, complexion
  - Name and address of employer
  - Name and address of a person who would always know the registrant’s address
  - Selective Service number
  - Date of registration
  - Prior service information (service number, branch of service, dates served, unit served)
  - Possibly more!

Where can I go next? Classification Ledger—SSS Form 102, Alien Registration Forms, CCC and WPA records, OMPF, Civilian OPF
Selective Service Registration Form 1
World War II Army Nurse Cards
NAID 4693991

- Creating Agency
  - War Department
- Function and Use
  - Generated in order to maintain a record of individuals who served as nurses under the U.S. Army Nurse Corps
- Scope and Content
  - Cards contain basic military service information
World War II Army Nurse Cards

What could I find?
- Name
- Service number
- Rank
- Branch of service
- Address
- Name changes
- Nurses who have retired
  list only name, service number, and that they retired

Where can I go next?
- Request OMPF
- Officer pay cards
- Search the National Archives Catalog
- Army Nurse Corps Association website
  https://eanca.org/
World War II Army Nurse Cards

- Ruby Ficklin Bryant
- Service number N702771
- Lt. Colonel
- 7/10/1944
- Address listed: Emmerton, Virginia
Berlin Airlift Device Cards

- **Creating Agency**
  - Department of Defense, Department of the Air Force

- **Function and Use**
  - Used to signify recipients of the Berlin Airlift Device

- **Scope and Content**
  - The Berlin Airlift Device was awarded for 90 consecutive days of service with a unit credited with participation in the Berlin Airlift, or by competent field authority on an individual basis within the period of 6/26/1948–9/30/1949, inclusive
  - The Berlin Airlift Device is worn with the Army of Occupation Medal or Navy Occupation Service Medal
Berlin Airlift Device Cards

- What could I find?
  - Name
  - Rank
  - Unit
  - Service number
  - General Order that designates the award

- Where can I go next?
  - Request OMPF
  - Search the National Archives Catalog
Berlin Airlift Device Cards

PETEERSON, THOMAS 0
1st Lt 01 182 441

BERLIN AIRMFLT DEVICE per
GO No 57, Hq 16th Constab Sq (Sep),
7 Nov 49
Army Air Force Award Cards 1942–1963
NAID 4530002

- **Creating Agency**
  - War Department, Army Air Forces, 6/20/1941–9/25/1947
  - Department of Defense, Department of the Air Force, 9/26/1947–

- **Function and Use**
  - Used to verify awards of the Army Air Force and Air Force

- **Scope and Content**
  - This series includes award cards for the Medal of Honor, Purple Heart, Air Medal, Commendation Ribbon, Distinguished Service Medal, Distinguished Service Cross, Distinguished Flying Cross, Silver Star, Bronze Star, Legion of Merit, and the Airmen’s Medal/Soldier’s Medal that were issued to individuals
  - Unit Awards included Philippine Presidential Unit Citation, French Croix de Guerre, Korean Service Medal and many more
  - Special Awards were issued to service members and civilians alike, including the Medal of Freedom, Navy Cross, British Distinguished Flying Cross, and many more
Award Cards 1942–1963

What could I find?
- Name
- Place of birth
- Place of enlistment
- Address
- Service number
- Rank
- General Order number
- Order date
- Issuing organization
- Award type
- Date awarded
- Oak Leaf Cluster additions

Where can I go next?
- Request OMPF
- “Replacing Awards” webpage
Award Cards 1942–1963
Award Cards 1942–1963

**Distinguished Flying Cross**

- **McGuire, Thomas E., Jr., 0437031, 1st Lt., A.C.**
- General Orders No. 306, Hqs. Fifth Air Force, November 30, 1943
  - 2 OLC - G.O. #42, Hq. 5th Air Force, Jan. 22, 1944
  - 3rd OLC - G.O. #113, Hq. Far East AF, July 30, 1944
  - 4th OLC - G.O. #284, Hq. Far East AF, Nov. 4, 1944
  - 6th OLC - G.O. #650, Hq. Far East Air Forces, 5-1-45

*Missing in action*

209 West Ridgewood Courts, San Antonio, Texas

**Air Medal Decoration**

- **Hardin, Ralph N., 0-745676, 2nd Lt., Air Corps**
- General Orders No. 306, Hqs. Fifth Air Force, November 30, 1943
  - 2 OLC - G.O. #42, Hq. USAFISPA, July 5, 1944
  - 3rd OLC - G.O. #284, Hq. Far East AF, July 30, 1944
  - 6th OLC - G.O. #650, Hq. Far East Air Forces, 5-1-45

3964 Sullivan Ave., St. Louis, Mo.

**8th Engineer Combat Squadron**

- **FRPUC** - 7 Dec 41 - 10 May 42 and 17 Oct 44 - 3 Sep 45
  - GO 47, D/A, 28 Dec 50
- Luzon - WDGO 12/46
- Bismarck Arch. - WDGO 12/46
- Leyte - DAGO 29/48
- A-H Leyte Island, Violet Beach, 20 Oct 44, 1000 to 1430
  - Red & White Beaches 20 Oct 44, 1000 to 1600
  - Yellow Beach, 20 Oct 44, 1000 to 1900
  - Blue Beach, 20 Oct 44, 1000 to 21 Oct 44, 1600
  - Orange Beach, 20 Oct 44, 1000 to 22 Oct 44, 1630
- Troop A, Troop C only - WDGO 109/46
- Koruniat and Ndrilo Is., 1 Apr 44 - WDGO 109/46
  - (Troop B only) (Flame Thrower Det, 2nd Pl. only) DAGO 23/47
  - (over)

**Rambuto Island, 3 Apr 44**

- (2nd Pl., 2nd & 3rd Pl. only) WDGO 23/47
- Pitjulu Island, 30 Mar 44, 0845 hrs - DAGO 16/49

**Manus Island, 29 Feb 44 to 4 Mar 44 (Detachment only)**

- (Detachment only)
- Manne Island, 15 Mar 44, 0930 to 1315 hrs WDGO 109/46

**Koibito Island, 31 Jan to 3 Feb 45**

- (1st Pl., 2nd & 3rd Pl. only) WDGO 38/46
- 29 Feb 44 to 4 Mar 44 (Detachment only) DAGO 16/49

**MUC Admiralty Is., 28 Feb - 25 Jun 44, 03 06, Hq 1st Cav. Div, 13 Jun 45**

- STAR 26 Jun to 25 Dec 44 00 20, 1st Cav. Div, 21 Feb 45
Card Index to Chaplain Files 1920–1950

RG 247: Records of the Office of the Chief of Chaplains

• **Creating Agency**
  o Department of the Army’s Office of the Chief of Chaplains

• **Function and Use**
  o Used to index names mentioned in chaplains’ monthly reports

• **Scope and Content**
  o Includes names of individuals whom chaplains presided over for funerals, marriages, and baptisms
Card Index to Chaplain Files

What could I find?
• Event and date
• Chaplain’s name
• Month of report

Where can I go next?
• Monthly Reports and Personnel Records (Chaplain Files), NAID 6016856
Card Index to Chaplain Files

- Francis N. Cunningham
- Chaplain Edward J. Dunne
- April 1945
Merchant Marine Officers Licenses
full name: Records of Licenses Issued to Merchant Marine Officers, 1910–1946

- RG 26: Records of the U.S. Coast Guard, 1785–2005 NAID 567476

- Creating Agency
  - Created by the Bureau of Marine Inspection and Navigation and its predecessors

- Function and Use
  - Created to record the issuing of licenses to Merchant Mariners

- Scope and Content
  - Contain personal and military-related information
Merchant Marine Officers Licenses

- **What could I find?**
  - Name
  - Address
  - Place and date of birth
  - If naturalized, date, place, court of naturalization
  - Type of license
  - Type of waters for which the license is valid
  - Previous licenses, if any

- **Where can I go next?**
  - If WWII-era death then Deceased War and Casualty Seaman’s Records, 1937–1950, NAID 560620
  - Merchant Mariner personnel files, National Maritime Center
Merchant Marine Officers Licenses

- William J. Aston
- Born 1905 in Beadling, Pennsylvania
- Issued 1946 in Pittsburgh
- Mate for Inland Steam and Motor Vessels

“Rivers whose waters flow into the Gulf of Mexico and their tributaries on towing steamers only”
Merchant Marine Officers Licenses

- Paul Buck
- Naturalized, born in Germany
- Several licenses
- Master, steam, and motor, any gross tonnage
- Any ocean
- Back notes in 1940 was authorized to act as 1st class pilot on San Pedro Bay and Los Angeles Harbor
Merchant Marine Officers Licenses
Deceased War and Casualty Record

“… missing following action in the performance of his duty and in the service of his country” – Sept. 27, 1942
Civilian Service Record Cards, ca. 1875–1951

- RG 146, Records of the U.S. Civil Service Commission

- **Creating Agency**
  - Civil Service Commission

- **Function and Use**
  - Generated to illustrate a summary of service

- **Scope and Contents**
  - Document the career of civil servants from date of hire until date of separation from agency. Bulk from late 1800s through 1947

- **Arrangement**
  - Arranged by agency, then alphabetically by last name
Civilian Service Record Cards

- **What could I find?**
  - Date, place of birth
  - Citizenship status
  - Legal residence
  - Prior military or civil service
  - Physical attributes
  - Marital status
  - Dependents
  - Education level
  - Retirement date
  - Employment summaries
  - Sometimes photos

- **Where can I go next?**
  - Official Personnel Folder
Civilian Service Record Cards

- Bertha I. Jackson
- Date of birth
- Personal description
- Copy clerk, News & Features, NYC
- Pay increases
- Effective dates
Arlington National Cemetery Cards

Full name: Disinterment Records, Gravesite Reservation Cards, Record of Interments, and Grave Cards

- RG 319, Records of Army Staff, 1903–2009
  NAID 7543569—still shows as being at Archives II but here

- Creating Agency
  - Department of Defense. Department of the Army. Arlington National Cemetery, Virginia

- Function and Use
  - Created by Department of the Army to keep track of burials and disinterments at Arlington National Cemetery, as well as gravesite reservations

- Scope and Content
  - Document time period 1828–2011 (forms created 1940s–2011)
Arlington National Cemetery Cards

- **What could I find?**
  - Name
  - Address
  - Rank
  - Unit
  - Race (earlier ones)
  - Dates of birth and death
  - Interment date

- **Where can I go next?**
  - Arlington National Cemetery Interment Control Files—searched by date of interment, so the cards are very useful
• Justin Hinders, wife preceded him

• Name, address

• Grade EM-1

• Service number
Arlington National Cemetery
Cards: Interment

- John J. Pershing
- Rank, service data
- Race
- Dates of birth, death, interment
- Details on special lot
- Similar form on Ancestry, digitized from NARA holdings
Arlington National Cemetery Cards: Interment

- John F. Kennedy
- Grade, service number, service dates
- Not race
- Dates of birth, death, interment
- Widow, children, details on casket, gravesite
- Not in Ancestry
Requesting a Record

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

Fax: (314) 801-9187
email: stl.archives@nara.gov
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- Others: $.80/page, $20.00 minimum
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Tuesday–Friday, 7:30 am–3:45 pm
(314) 801-0850  Fax: (314) 801-0608
email: stlarr.archives@nara.gov
Thank You! Questions?
Presenters didn’t get to your question?

You may email us at inquire@nara.gov