NATIONAL ARCHIVES

OGIS OFFICE of GOVERNMENT INFORMATION SERVICES

Accessing Veterans Records: A Multi-Agency Forum

November 10, 2026

Opening Remarks

Alina M. Semo

Director, Office of Government Information Services



Oversight and Compliance Directorate (O&C)

Accessing Military Records

Virginia Burke, FOIA Division Chief

November 10, 2026

Agency Jurisdiction: Who Holds Your Record?

Understanding legal custody is the critical first step to filing an effective request with the correct agency:

Agency	Primary Record Holdings	Core Mission with Requesters
Department of War (DoW)	Active duty personnel files, recent separations, operational logs, Command investigations, joint command files	Freedom of Information Act (FOIA) and Privacy Act processing for contemporary Service members and active programs
National Archives (NARA/NPRC)	Permanent archival personnel files, accessioned historical command records, and historical war archives	Permanent archival preservation, historical public research, and genealogical inquiry
Dept of Veterans Affairs (VA)	VA claims files, disability ratings documentation, pension records, and VA Medical Center clinical treatment records	Veteran healthcare delivery, compensation claims adjudication, and survivor benefits

Department of War
FOIA Program Structure

Decentralized Structure:

- DoW FOIA program is decentralized across 35 Components, including each Military Department
  - Ensures requests are handled by the experts who own the records

No Central Request Portal:

- There is not a single office or website to submit all DoW FOIA requests
- Use the National FOIA Portal to find a DoW FOIA Component and submit a FOIA request: https://www.foia.gov/

Requester's Responsibility:

- The requester must identify the correct Component(s) and submit their request(s) directly to the appropriate FOIA Requester Service Center (RSC) or RSCs. There may be more than one RSC, depending on how many Components hold records responsive to the request.

Navigating DoW FOIA Components

Military Department FOIA Components

- Department of the Air Force
  - U.S. Air Force
  - U.S. Space Force (USSF)
  - Air National Guard (ANG)
- Department of the Army
  - Army National Guard (ARNG)
- Department of the Navy
  - U.S. Navy
  - USMC

* National Guard Bureau for headquarter records

Navigating DoW FOIA Components

Unified Combatant Commands (CCMDs)

When a military operation integrates forces from multiple military branches, the operational records reside with the CCMD:

- **Geographic Commands:**
  - USAFRICOM, USCENTCOM, USEUCOM, USNORTHCOM, USPACOM, USSOUTHCOM, USSPACECOM
- **Functional Commands:** USCYBERCOM, USSOCOM, USSTRATCOM, USTRANSCOM

Joint Operational Records

Joint operational records frequently contain equities from multiple government bodies, requiring a coordinated review process – this takes time

Service equity coordination: Navy air support during Army operations requires Navy's review

Multi-Agency coordination: Joint activities require review from agencies with equities (Department of State, Department of Homeland Security)

Allied or Coalition records: Foreign government information requires specialized review process

Administrative Investigations

Command Inquiries/Command Investigations

- **Purpose:** Conducted by unit commanders to investigate property loss, non-combat incidents, and disciplinary inquiries
- **Branch Authorities:** Army AR 15-6, Navy JAGMAN (Manual of the Judge Advocate General), Air Force Commander Directed Inquiries (CDI)
- **Exemption (b)(5) Deliberative Process:** Factual findings are releasable; opinions and recommendations are exempt from release
- **Exemptions (b)(6) & (b)(7)(C):** Witness names, contact details, and private identifiers are redacted

Administrative Investigations

Line of Duty (LOD) Determinations

- **Purpose:** Formal administrative findings establishing whether a Service member's injury, illness, or death occurred during authorized duty or training and without intentional misconduct
- **Vital for VA Benefits:** Serves as decisive evidence for the VA to approve service-connected disability claims and survivor benefits.
- **Record Location:** Permanently filed inside the Service member's Official Military Personnel File (OMPF) or maintained by service branch personnel Commands.
  - Army, ARNG – Human Resources Command
  - Navy – Navy Personnel Command
  - USMC – Manpower and Reserve Affairs
  - Air Force, USSF, ANG – Air Force Personnel Center
- **First-Party Access:** Veterans and verified Primary Next-of-Kin receive LOD records with maximum access under the Privacy Act

Inspector General (IG) Records and Whistleblower Inquiries

Offices of the Inspector General maintain statutory independence, with their investigative records held securely apart from personnel files or administrative files

- **DoW OIG FOIA Office:** Handles investigations of senior DoW officials (General/Flag Officers, SES) and systemic Department whistleblower reprisal
- **Service Branch IGs:** Handle localized field Command complaints, unit readiness, and branch whistleblower allegations
- IG case files are governed by law enforcement and confidentiality exemptions under FOIA:
  - (b)(7)(A) Pending Proceedings: Records in active, ongoing investigations are protected to prevent interference
  - (b)(7)(C) Personal Privacy: Protects names and identifying details of subjects, witnesses, and investigators
  - (b)(7)(D) Confidential Informants: Protects whistleblower and confidential source identities permanently

First vs. Third Party Requester Access Rights

First-Party and Next-of-Kin (NOK):

- Full, unrestricted access to the Veteran's complete personnel file under the Privacy Act.
  - Qualifying NOK: Surviving spouse, parent, child, or sibling (if veteran is deceased).
  - Required Proof: Form SF-180 with signed identity certification (DoD Form 2870 or notarized signature).
  - Release Scope: Unredacted DD-214, performance evaluations, medals, service medical treatments

Third-Party Public FOIA Requester:

- Members of the public (biographers, genealogists, journalists, and researchers) requesting access to agency records under FOIA
- All records reviewed for information exempt from release under FOIA

Request Best Practices and Inter-agency Support

Best Practices for record requests

Follow these recommendations to prevent delay or administrative rejections:

- Pinpoint the DoW Component(s): Target specific Military Service, CCMD, or IG office rather than filing broadly to "The Department"
- Describe event, date range, location, and any details to assist in locating records
- Account for record retention schedules: Record retention varies by record type and date; coordinate with the Military Service to confirm if it has active custody
- Signed Identity Certification: For Privacy Act and LOD files, include signed SF-180 or identity certification under 28 U.S.C. § 1746

Request Best Practices and Inter-agency Support

Inter-agency Support

The inter-agency partnership among agencies' RSCs and OGIS ensures requester assistance and dispute resolution:

- **Request referrals:** Requests received by DoW that belong at NPRC or VA are forwarded for processing with original receipt dates
- **Component's assigned analyst and FOIA Public Liaisons:** Component's assigned analysts can assist requesters informally with status tracking and scope refinement of request; and the Component FOIA Public Liaison is also available to assist with questions
- **Office of Government Information Services (OGIS) Ombudsman**: NARA's OGIS provides free dispute mediation
    - All closing FOIA response letters provide both OGIS and the FOIA Public Liaison

Thank you

NATIONAL ARCHIVES

National Personnel Records Center

Accessing Veterans Records – A Multi Agency Forum

November 10, 2026

Scott Levins
314-801-0587
Scott.Levins@nara.gov

Overview

- What is NPRC?
  - Military Personnel Records
  - Civilian Personnel Records
- History and milestone events
- NPRC Holdings
  - Official Military Personnel Folders (OMPFs)
  - Service Treatment Records (STRs)
  - Clinical Records
- Reference Process
  - How to Submit a Request
  - Order Fulfillment Process
  - Emergency Requests

Two Programs – Two Facilities

Military Personnel Records (MPR) facility



2011 - Present

Civilian Personnel Records (CPR)



2009 - Present

National Personnel Records Center

Military Personnel Records Facility









National Personnel Records Center

Civilian Personnel Records Facility

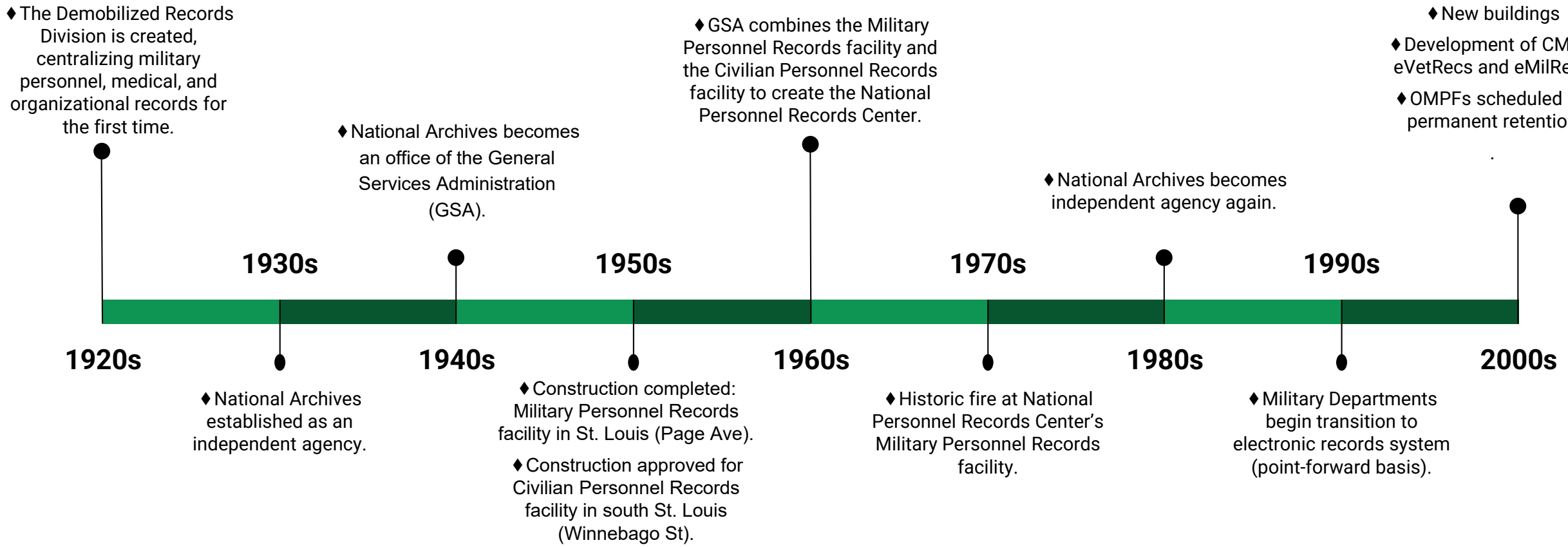




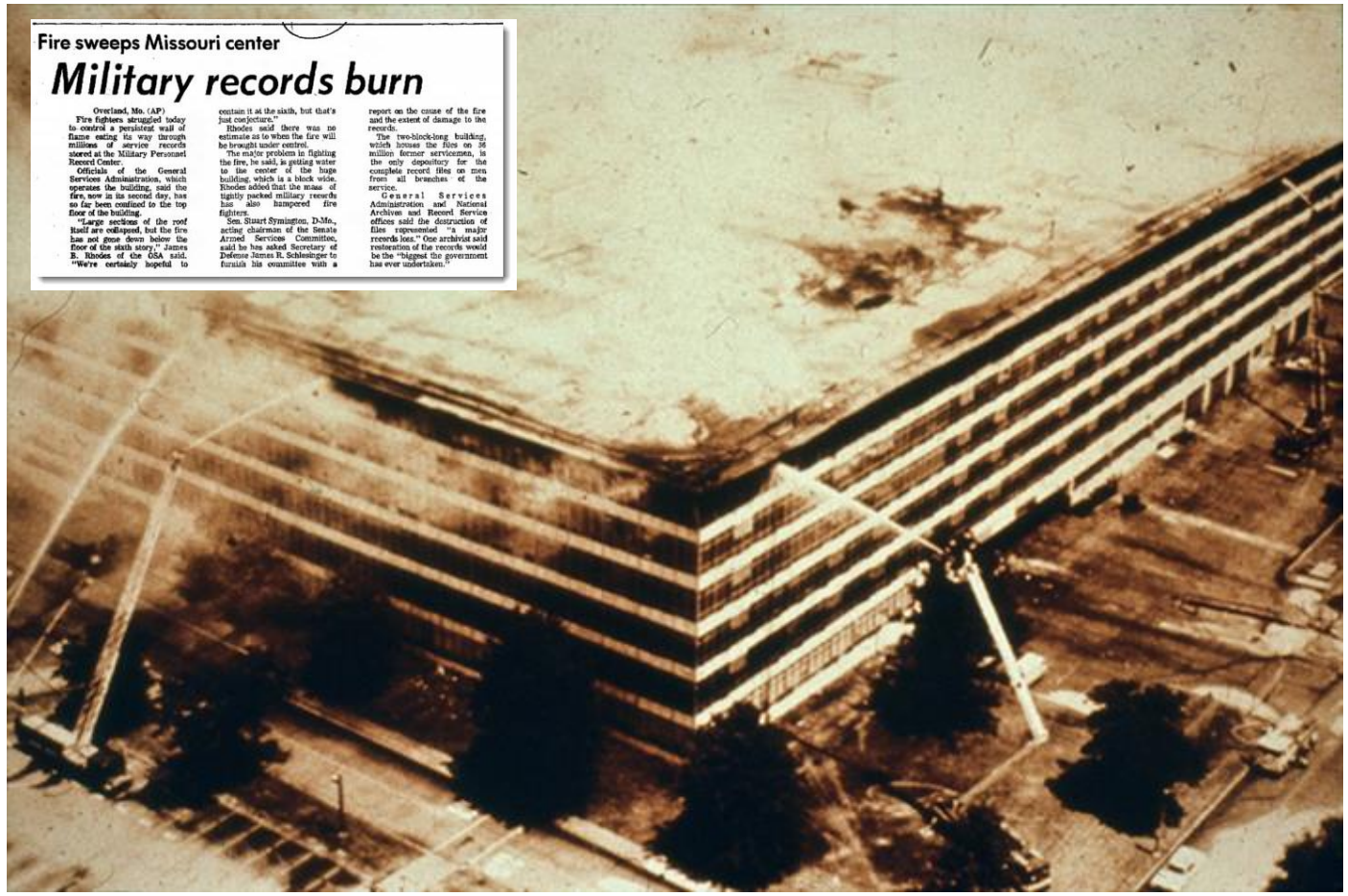


National Personnel Records Center

NPRC History



1973 Fire



Fire sweeps Missouri center

Military records burn

Overland, Mo. (AP)

Fire fighters struggled today to control a persistent wall of flame eating its way through millions of service records stored at the Military Personnel Record Center.

Officials of the General Services Administration, which operates the building, said the fire, now in its second day, has so far been confined to the top floor of the building.

"Large sections of the roof itself are collapsed, but the fire has not gone down below the floor of the sixth story," James B. Rhodes of the GSA said. "We're certainly hopeful to contain it at the sixth, but that's just conjecture."

Rhodes said there was no estimate as to when the fire will be brought under control.

The major problem in fighting the fire, he said, is getting water to the center of the huge building, which is a block wide. Rhodes added that the mass of tightly packed military records has also hampered fire fighters.

Sen. Stuart Symington, D-Mo., acting chairman of the Senate Armed Services Committee, said he has asked Secretary of Defense James R. Schlesinger to furnish his committee with a report on the cause of the fire and the extent of damage to the records.

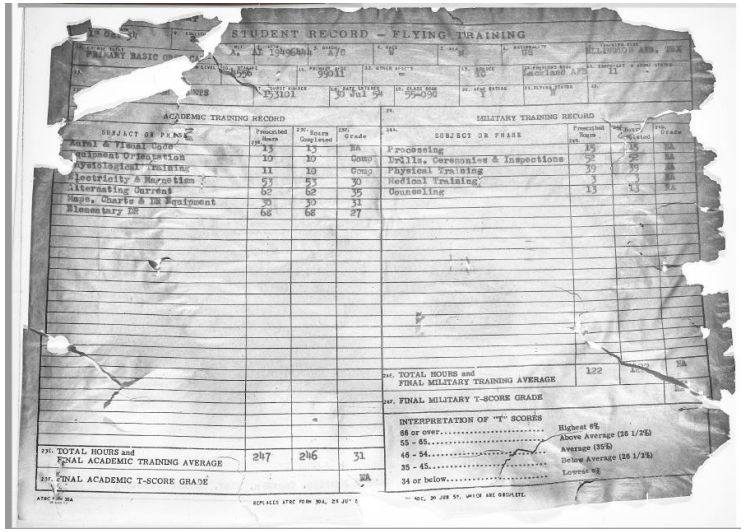
The two-block-long building, which houses the files on 36 million former servicemen, is the only depository for the complete record files on men from all branches of the service.

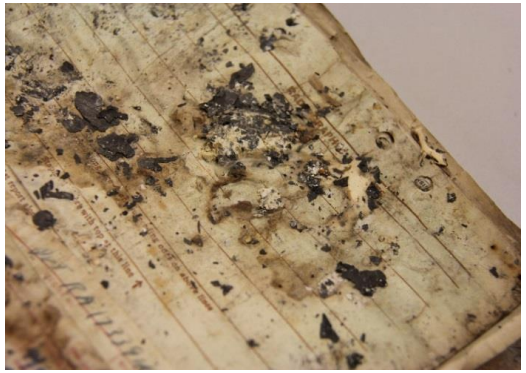
General Services Administration and National Archives and Record Service offices said the destruction of files represented "a major records loss." One archivist said restoration of the records would be the "biggest the government has ever undertaken."

- Over 22 million OMPFs subjected to fire
- 6.5 million salvaged
- Army personnel discharged November 1, 1912 through January 1, 1960 – 80% loss
- Air Force personnel discharged September 25, 1947 through January 1, 1964 (Hubbard through Z) – 75% loss
- Over 5 million folders reconstructed for basic service data

1973 Fire




STUDENT RECORD – FLYING TRAINING
ACADEMIC TRAINING RECORD
MILITARY TRAINING RECORD
Processing
Drills, Ceremonies & Inspections
Physical Training
Medical Training
Counseling
TOTAL HOURS and FINAL ACADEMIC TRAINING AVERAGE
247
246
31
FINAL ACADEMIC T-SCORE GRADE
TOTAL HOURS and FINAL MILITARY TRAINING AVERAGE
122
FINAL MILITARY T-SCORE GRADE
INTERPRETATION OF "T" SCORES
66 or over
55 - 65
46 - 54
35 - 45
34 or below






NONE



More Recent Milestones

- eVetRecs upgrade to enable identity verification and electronic signatures
- Partnership with VA to begin large-scale digitization of NPRC holdings
- Honoring our Pact Act / Camp Lejeune Justice Act leads to growth in demand
- Digital delivery - Over a million requests serviced electronically during FY 2026

What records do we have?

National Personnel Records Center

Official Military Personnel Folder

Army	• Paper/fiche records 1912 - 2002 • 80% of 1912 – 1960 lost in 1973 fire • Separation dates after 2002 held by Army Human Resource Command (Fort Knox) • NPRC Technicians have access to electronic records through DPRIS.
Navy	• Paper/fiche records dating back to 1885 • Separation dates 1995 – present held by Navy Personnel Command in Millington, TN • NPRC Technicians have access to electronic records through DPRIS.

Air Force	• Paper/fiche records 1947-2004 • 75% of 1947-1964 (Hubbard – Z) lost in 1973 fire • Separation dates after 2004 held by Randolph Air Force Base • NPRC Technicians have access to electronic records through DPRIS.
Marine Corps	• Paper/fiche records dating back to 1895 • Separation dates 1999 thru present held by Headquarters USMC in Quantico, VA • NPRC Technicians have access to electronic records through DPRIS.
Coast Guard	• Paper/fiche records dating back to 1914 • Civilian predecessor agencies dating back to 1864 • Current records held by USCG Headquarters in Washington, DC • NPRC Technicians have access to electronic records through DPRIS.

Individual Health Records

- Also known as *Service Treatment Records* or *STRs.*
- Historically retired to NPRC unless claim pending at time of separation (beginning of time thru 1990s).
- Long history of permanent charge-outs to VA - ingestion into VA Claim Folder upon application for VA benefits.
- Mid 1990s thru 2013 - retired directly to VA Records Management Center regardless of whether a claim is pending at time of separation.
    - Army – October, 1992
    - Navy – January, 1994
    - Air Force – June, 1994
    - USMC – May, 1994
    - USCG – April, 1998

National Personnel Records Center

Individual Health Records

- 2014 thru Present – Digitized and ingested into Health Artifact and Image Management Solution (HAIMS)
- HAIMS is accessed by DoW and the VA; NPRC Technicians do **NOT** have access to HAIMS
- 2015 – Change in practice at VA – Records recalled from NPRC are now digitized and ingested into Veterans Benefits Management System (VBMS) with original source documents returned to NPRC.

HAIMS - Army	HAIMS - Air Force	HAIMS -Navy and Marine Corps
AMEDD Record Processing Center 3370 Nacogdoches Road, Suite 116 San Antonio, TX 78217	AF STR Processing Center ATTN: Release of Information 3370 Nacogdoches Road, Suite 116 San Antonio, TX 78217	Navy Medicine Records Activity (NMRA) BUMED Detachment St. Louis 1222 Spruce St., Room 9.308 St. Louis, MO 63103

National Personnel Records Center

Clinical (Hospital) Records

Military Medical Treatment Facilities retire clinical records (including dependents) to NPRC

- Normally retired two years after last treatment
- Organized by hospital

Information needed to conduct clinical record search:

- ❑ Patient's name and status when treated (service member, dependent, retiree, etc.)
- ❑ Social Security Number and/or service number of member/sponsor
- ❑ Name and place of hospital
- ❑ Approximate date of treatment
- ❑ Nature of illness, injury or treatment
- ❑ Type of Treatment (inpatient or outpatient)
- ❑ Last place and year of treatment (for outpatient records)

How do I submit a request?

Requesting Records –Archives.gov



National Personnel Records Center

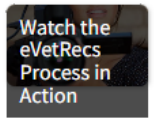
Requesting Records

Request Military Service Records

Recent military service and medical records are **not online**. However, most veterans and their next of kin can obtain **free copies** of their DD Form 214 (Report of Separation) and the following military service records any of the ways listed below.

Looking for records?

Start Request Online



Important Note: Users are required to verify their identity through the third party service, **ID.me** when submitting new requests and retrieving electronic responses. Clicking on Start Request Online will initiate that process.

- DD 214/ Separation Documents
- Official Military Personnel File (OMPF)
- Replacement Medals
- Medical and Health Records

- Burials and Emergency Requests
- Natural Disaster Requests

If you are unable to start the form online and prefer to submit a traditional request form, you can mail or Fax it:

Mail or Fax Form

How can I check on the status of my request?

Allow us time to receive and process your request before checking your request status.

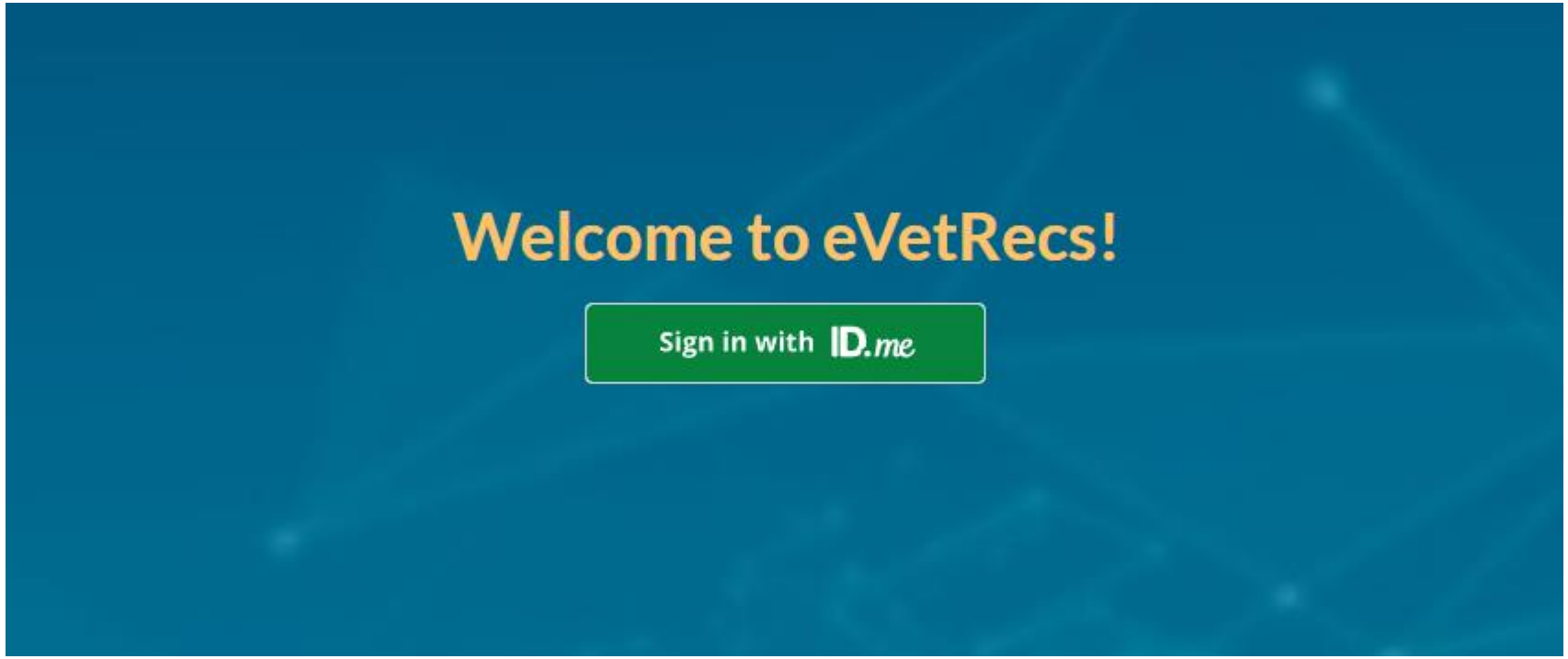
To check the status of your request, please click the following button:

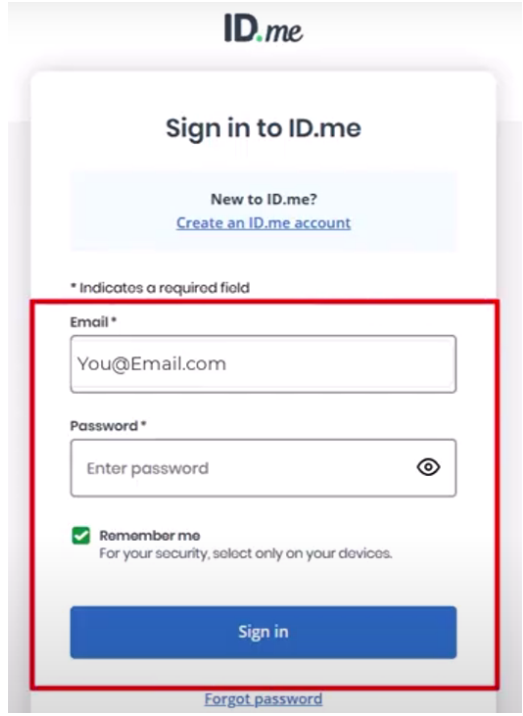
Check Request Status

You may also telephone the **NPRC Customer Service Line** (this is a long-distance call for most customers): **314-801-0800**. **Note:** Our peak calling times are weekdays between 10:00 a.m. CT and 3:00 p.m. CT. Staff is available to take your call as early as 7:00 a.m. and as late as 5:00 p.m. CT.

*Please see our Privacy Statement

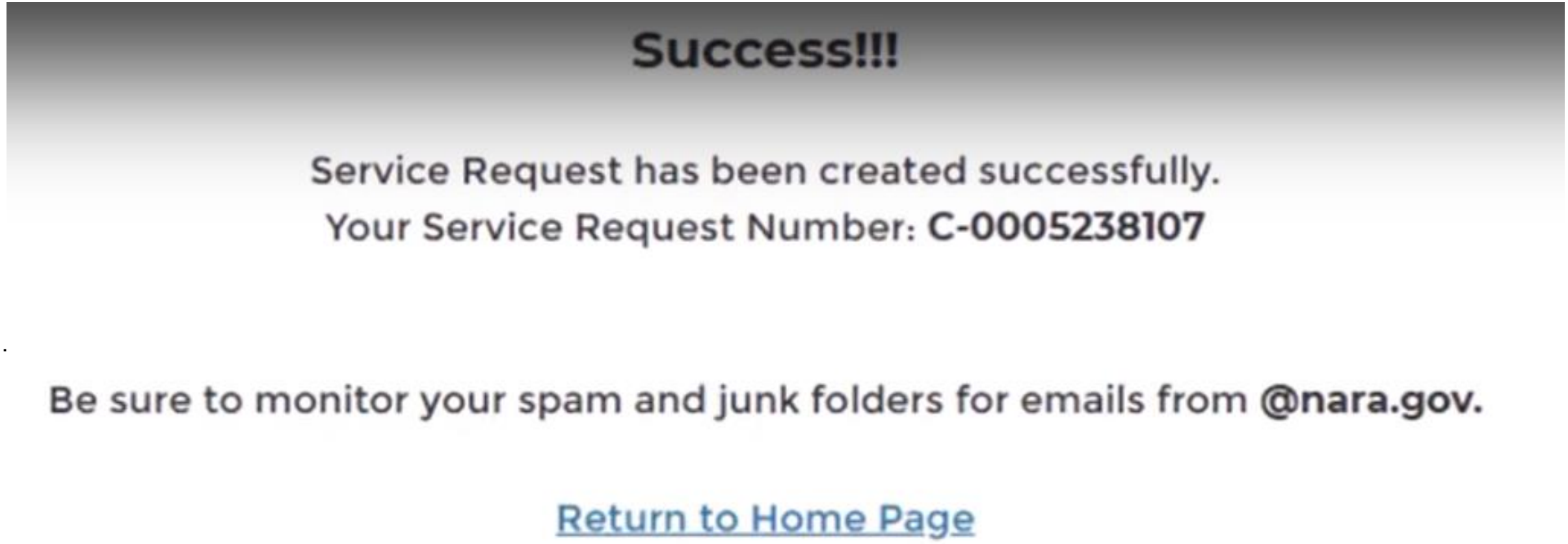
eVetRecs



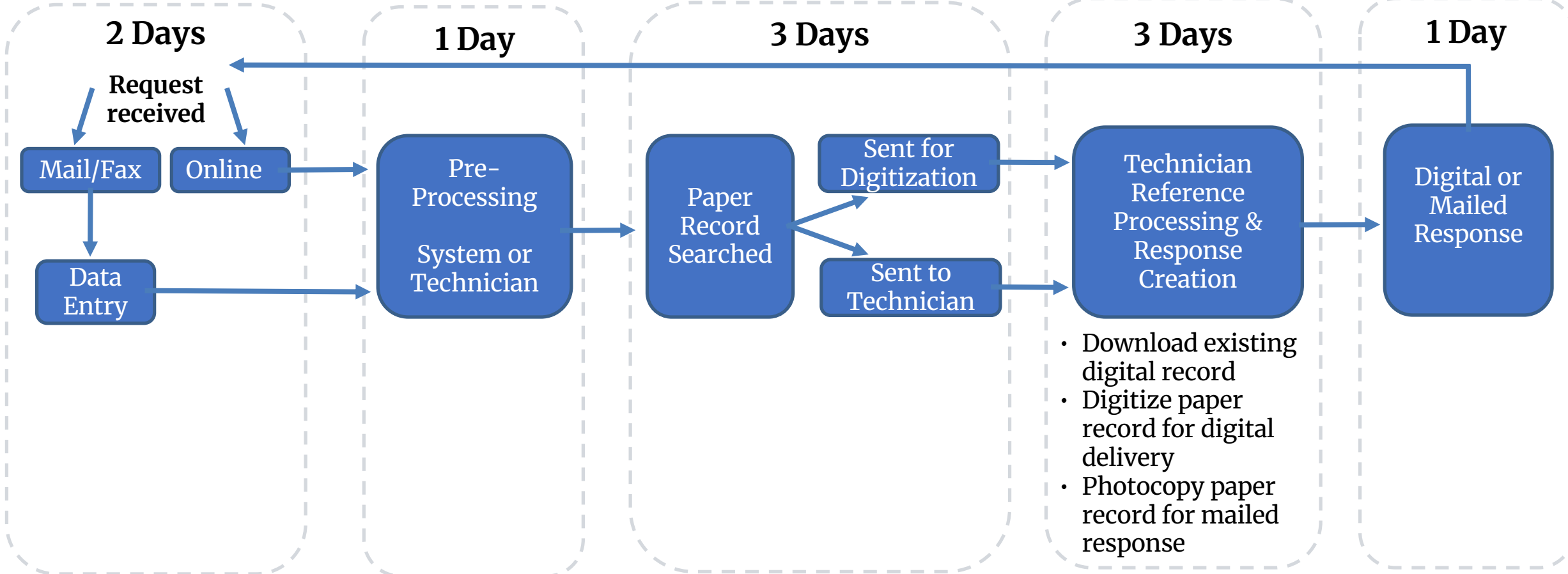


For assistance with the ID.me process, visit Help.ID.me

eVetRecs

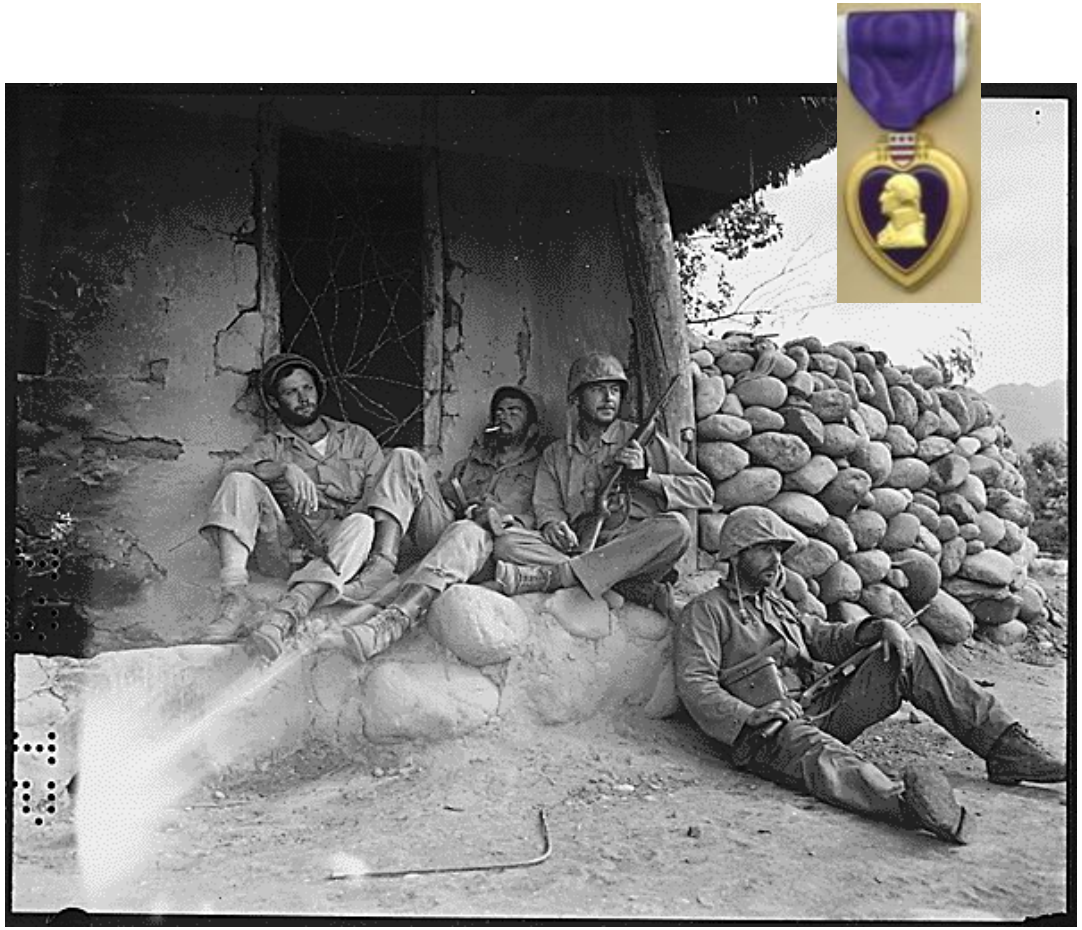

Success!!!
Service Request has been created successfully.
Your Service Request Number: C-0005238107
Be sure to monitor your spam and junk folders for emails from @nara.gov.
Return to Home Page

Reference Process



Medals and Awards

- NPRC verifies entitlement to medals for all branches of the service.
- If the record does not reflect an award was issued, NPRC forwards the request to the Service Department for review.
- Long wait times for Army medals.



National Personnel Records Center

Urgent Requests

Request Service Records

- Request Military Service Records
- eVetRecs Help
- Other Methods to Obtain Service Records
- Special Notice Regarding Requests

Military Service Records

- About Service Records
- Correcting Service Records
- Medical and Health Records
- Locations of Service Records
- Older (pre-WWI) Service Records
- What Records are NOT Available?
- Information for Veterans Service Officer (VSO)
- Information for Congressional Staff

Privacy and Security of Veterans Records

Emergency Requests

How to tell us the nature of the emergency:

Online via eVetRecs:

- You can now submit your emergency requests online via our eVetRecs web portal. Please select **"Emergency Request"** in the drop down menu under *"Which of these categories best describes why you're requesting the records?"* within the Veteran Service Details page.
- If you require assistance submitting your request, you may telephone the **NPRC Customer Service Line** (this is a long-distance call for most customers): **314-801-0800*.** Our peak calling times are weekdays between 10:00 a.m. CT and 3:00 p.m. CT. Staff is available to take your call as early as 7:00 a.m. and as late as 5:00 p.m. CT.

*Due to the large number of calls we receive at this number, hold times are often long. However, once you reach a technician, they will be happy to assist you with emergency service.

For Burial Requests at a Veterans Affairs (VA) National Cemetery:

- If your burial request involves interment at a Department of Veterans Affairs National Cemetery, please contact the **National Cemetery Scheduling Office** at **800-535-1117** or visit the National Cemetery Administration website. They will contact us, and we work directly with the Veterans Affairs staff to obtain records to verify service for burial benefits.
- If the veteran will *not* be interred at a National Cemetery, the requester may fax the SF-180 (including signature of the next of kin and proof of death) to the Customer Service Team at 314-801-0764.

NOTE: The 1973 Fire at the National Personnel Records Center damaged or destroyed 16-18 million Army and Air Force records that documented the service history of former military personnel discharged from 1912-1964.

- Although the information in many of these primary source records was either badly damaged or completely destroyed, often alternate record sources can be used to reconstruct the service of the veterans impacted by the fire.
- Sometimes we are able to fulfill the request promptly, using alternate records that are in our holdings. At other times, we must request information from other agencies to gather the records, and in those cases, it may take longer to complete the work.

Natural Disaster Requests

If you live in an impacted area (or have temporarily relocated) and need priority service to replace a Separation Document (usually DD Form 214 or equivalent), place the word "**Natural Disaster" in the "Comments**" section of **eVetRecs** or in the "**Purpose" section of the Standard Form (SF) 180**.

Customer Service
Fax: 314-801-0764
Phone: 314-801-0800



Thank you for your attention.

Thank you for your service.

ACCESSING VETERANS RECORDS – A MULTI-AGENCY FORUM

Anastasia Kakel

Acting Director, FOIA Service, Office of Information and Technology (OIT)

NARA Office of Government Information Services (OGIS) - Virtual Veterans Record Forum

November 10, 2026

VA

U.S. Department of Veterans Affairs

Office of Information and Technology

Agenda

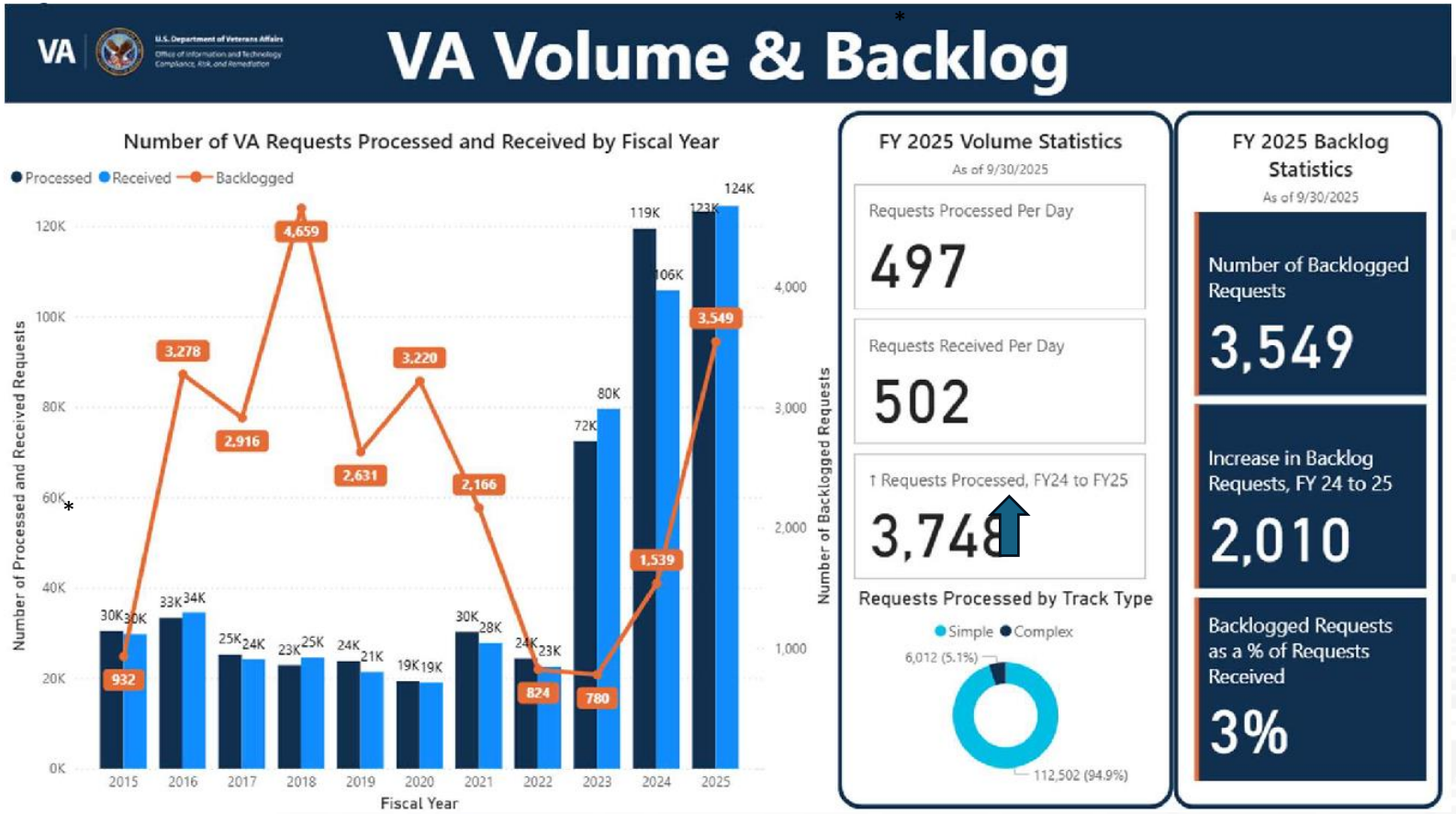
1. VA at a glance
2. FY25 FOIA numbers
3. Which office or administration holds your records
4. Veterans Health Administration (VHA) health records
5. Veterans Benefits Administration (VBA) benefits records
6. National Cemetery Administration (NCA) burial and memorial records
7. VA offices
8. Common problems, and advice for requesters
9. How to submit requests and contact information

VA records at a glance

- The Department has four parts that handle requests:
  - VHA (health care records)
  - VBA (benefits records)
  - NCA (burial and memorial records)
  - Office of the Secretary of VA (OSVA) and 19 staff offices (department-level records)
- VA FOIA offices are decentralized. Each part handles its own records
- Most Veterans requesting their own records do not need a FOIA request
- When a Veteran's own record includes information about other people, VA follows the Department of Justice (DOJ) guidance on how FOIA and Privacy Act work together; DOJ Guidance: The Interface Between the FOIA and Privacy Act (https://www.justice.gov/oip/oip-guidance-interface-between-foia-and-privacy-act)

FY25 FOIA volume

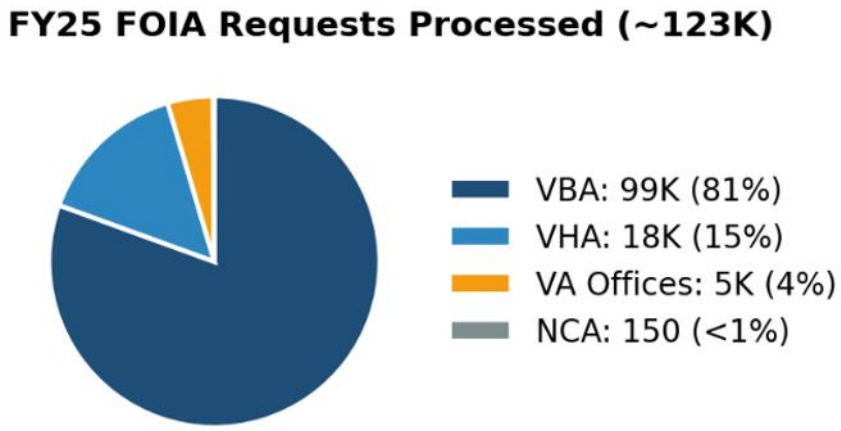
- **FY25 (October 1, 2024 to September 30, 2025)**
  - Requests received: 124,435 (FY24: 105,725)
  - Requests processed: 123,201, a record
  - About 502 requests received and 497 processed per workday
  - Simple requests: average 22 working days (FY24: 42)
  - Complex requests: average 22 working days (FY24: 51)
- **Backlog:**
  - 3,549 cases at end of FY25 (FY24: 1,539)
  - Backlog is about 3% of requests received



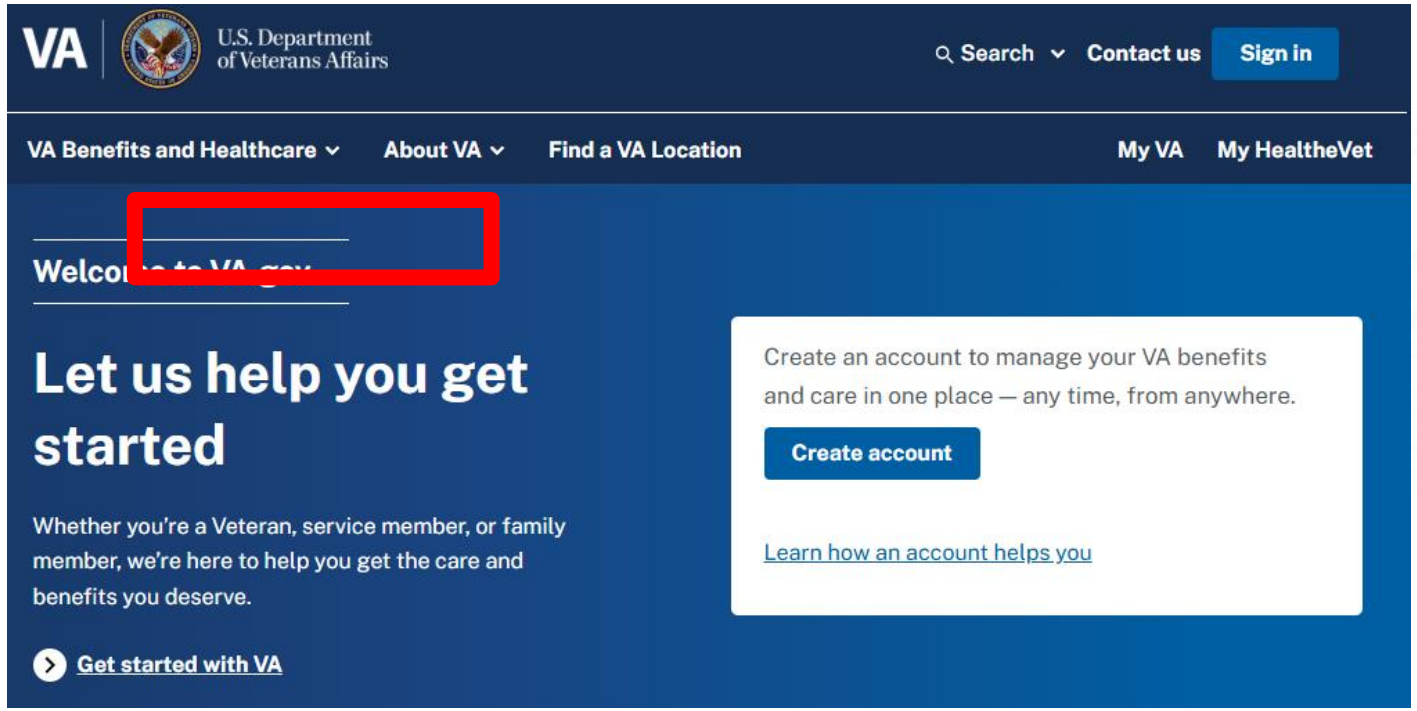
Source: FY25 VA Annual FOIA Report data

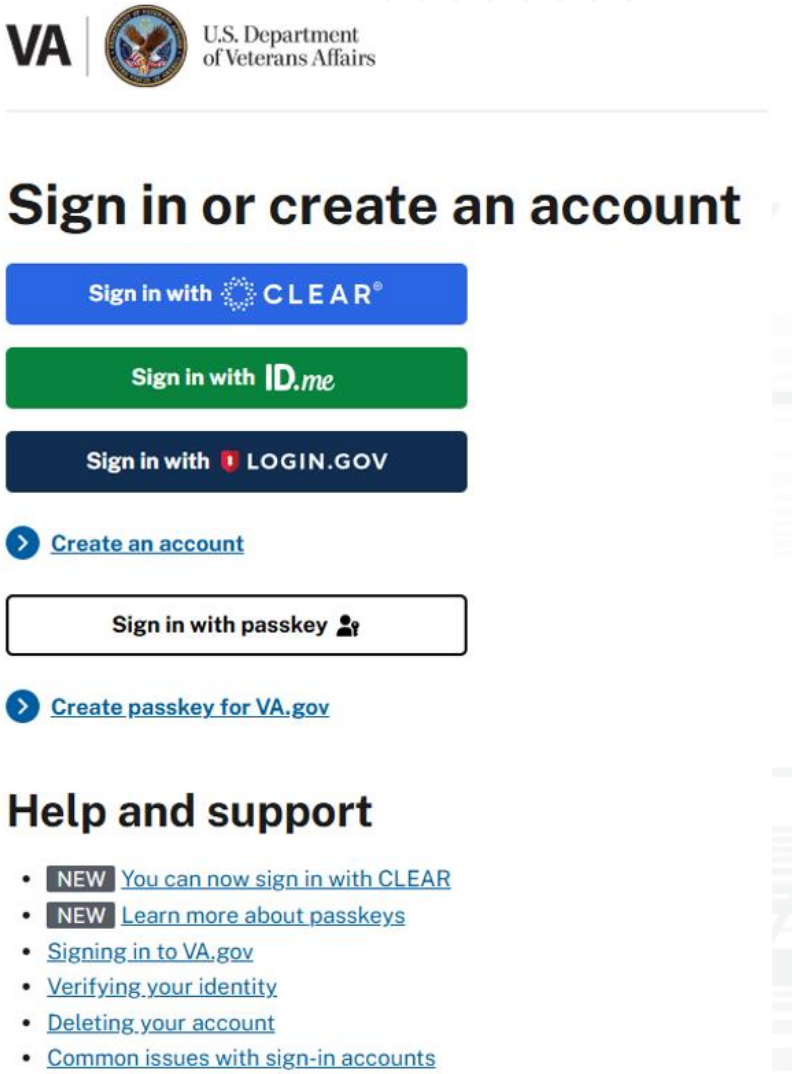
Which office or administration holds your record

- **VA health records** (clinical notes, lab results, medications): start with My HealtheVet or the VHA facility where you received care, Release of Information office
- **Benefit records** (claims file, rating decisions, award letters): start with VA.gov, a VBA regional office, or the VBA Centralized Support Division
- **Burial and memorial records:** start with the NCA, Veterans and families
- **Records held by one of VA's offices:** start with the FOIA Handbook, which includes FOIA and Privacy Act (https://department.va.gov/foia/) request links



VHA and VBA records (online)

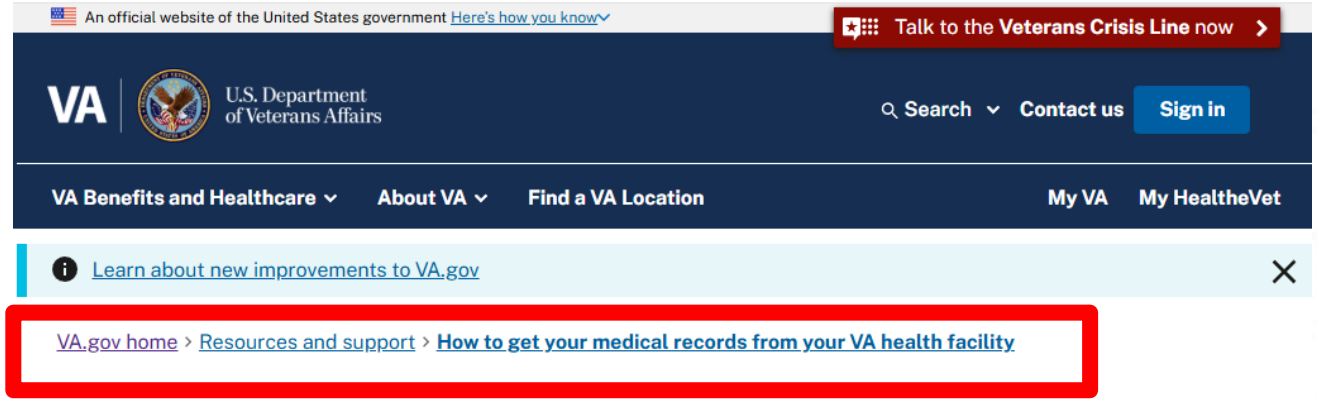




Getting started with VA

Welcome to VA. Whether you transitioned out of service recently or decades ago — or you're the family member or caregiver of a Veteran — we can help you find and apply for the benefits you've earned and deserve. We provide benefits to support you throughout your life. Read this page to get started.

VHA health records





How to get your medical records from your VA health facility
www.va.gov/resources/how-to-get-your-medical-records-from-your-va-health-facility/

VHA health records (continued)

- Definition: A VHA Health Record consists of two parts, the administrative health record and the clinical health record
  - The Administrative Health Record pertains to the administrative aspects of patient care in VHA such as demographics, eligibility, and billing
  - The Clinical Health Record contains the documentation of VHA health care services provided to the individual, such as progress notes, lab and test results, and medication records
- Access:
  - Veterans have a right to a complete copy of their own VHA Health Record



Requesting VHA medical records

- How to request copies of your medical records:
  - Online: Access your records through My HealtheVet,
    - Create an identity-verified account through ID.me, Login.gov or CLEAR
    - Review, print, and download your VHA medical records.
  - Through Release of Information (ROI) Office: Contact the VHA facility where care was received
    - Submit the request in writing and describe the VHA medical records you are seeking
    - Requests may be submitted in person, by mail or fax, or through My HealtheVet Secure Messaging
    - Allow 20 business days to process the request; additional time may be needed based on workload
    - Responses will be provided through your preferred delivery method, such as mail, fax, email, or secure messaging, when permitted by policy



Completeness of VHA medical records and amendment requests

- Completeness: If you believe information is missing from your VHA medical record, you have the right to request an amendment to address the omission
- Your Right: You may also request an amendment to information you believe is inaccurate, irrelevant, or untimely
- The amendment request must be in writing, signed, and adequately describe the information that you believe is inaccurate, incomplete, irrelevant, or untimely
  - Requests can be submitted through MyHealtheVet Secure Messaging or submitted to the facility's Privacy Officer
  - Requests must be acknowledged in 10 business days and are usually completed in 30 business days
  - A written letter will be sent to you with the results of your amendment request



VBA benefits records

- VBA creates records when administering benefit programs such as disability compensation, pension, education, home loan, Veteran Readiness and Employment, and life insurance benefits
- VBA uses various records, for example claims files (C-Files), rating decisions, benefit award letters, service-connected determinations, correspondence, and evidence used in benefit adjudication, originating from benefits processing systems
- VBA uses various records to include service treatment records (STRs) and the official military personnel files (OMPF) to determine benefits. STRs are records of treatment received during active duty and the OMPF is used to determine duty stations and duties of the veteran while on active duty. These records verify service history, support VBA claims development, and confirm eligibility for VA benefits
- Veterans requesting their own records are served through the Privacy Act process rather than FOIA

Requesting VBA benefits records

- How to request copies of your benefits records:
  - Options:
    - Online 1: Access your records through VA.gov (limited records available)
      - » Create an identity-verified account through ID.me, Login.gov or CLEAR
      - » Review, print, and download your VBA benefits records
    - Online 2: VBA Privacy Requester Portal https://www.va.gov/forms/20-10206/request-personal-records/introduction#content
    - In person: At a Regional Office
    - Via mail: The Centralized Support Division
      - » Send correspondence to Department of Veterans Affairs, Evidence Intake Center P.O. Box 4444, Janesville, WI 53547-4444, with a complete VA Form 20-10206
  - Steps:
    - Submit the request in writing and describe the VBA benefits records you are seeking
    - Submit a complete VA Form 20-10206
    - Verify identity with name, date/place of birth, current address, and signature
    - Include a VA file number, if available, to help locate records

VBA benefits records and amendment requests

- Completeness: If you believe information is missing from your VBA benefits record, you have the right to request an amendment to address the omission
- Your Right: You may also request an amendment to information you believe is inaccurate, irrelevant, or untimely
- The amendment request must be in writing, signed, and adequately describe the information that you believe is inaccurate, incomplete, irrelevant, or untimely
- To amend an individual's record (to include Vocational Rehabilitation and Employment, Insurance, Loan Guaranty or Education Service), an amendment request must be submitted to the Privacy Act Officer at the VA Regional Office serving the individual's jurisdiction
  - Address locations for the nearest VA Regional Office are listed at VA Locations Link https://www.va.gov/find-locations
  - A written letter will be sent to you with the results of your amendment request

NCA burial and memorial records

- VA operates 158 national cemeteries and 35 soldiers' lots and monument sites in 45 states and Puerto Rico. More than 4 million Americans, including Veterans of every war and conflict, are buried in VA's national cemeteries. VA also provides funding to establish, expand, improve and maintain 125 Veterans cemeteries in 47 states and territories including tribal trust lands, Guam, Puerto Rico, and Saipan
- For Veterans not buried in a VA national cemetery, VA provides headstones, markers, or medallions to commemorate their service
- Nearly 5.3 million people — including 4 million Veterans from the Revolutionary War to the war in Iraq and Afghanistan — are honored with a burial in a VA national cemetery
- Eligible service members and Veterans have earned VA burial and memorial benefits for themselves, their spouses, and qualifying family members
- A service member or Veteran's spouse, widow or widower, minor children, and, under certain conditions, unmarried adult children with disabilities, may also be eligible for burial. Eligible spouses and children may be buried even if they predecease the service member or Veteran
- VA provides the gravesite, grave liner, opening and closing of the grave, government headstone or marker, U.S. burial flag, Presidential Memorial Certificate, and perpetual care of the gravesite at no cost to the family

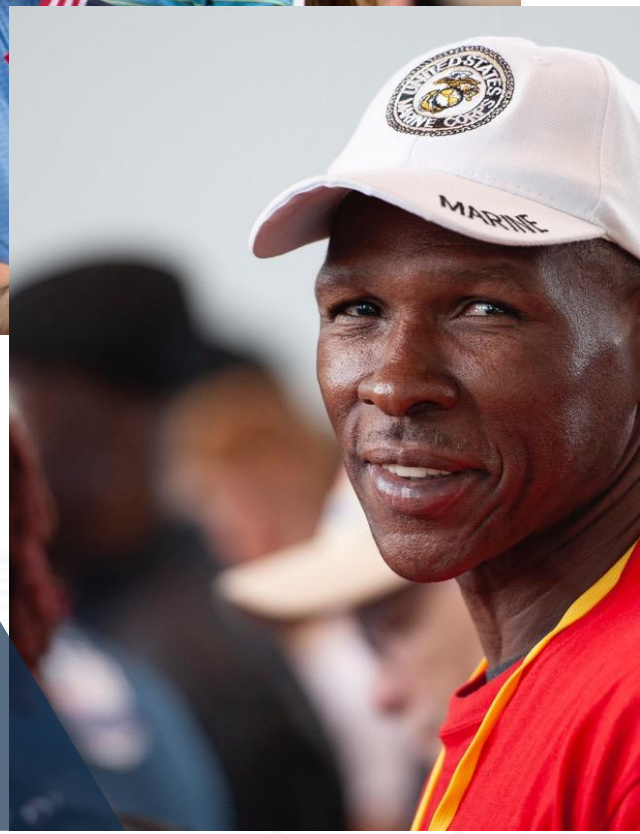
NCA records

- Decedent Information
  - Headstone/Marker Data: Name, Date of Birth, Date of Death, Relationship to Veteran (Spouse, dependent child, etc.) Veteran information; Branch of Service, Rank, Period of Service (WWI, WWII, Korea, Vietnam, etc.), Medals (Medal of Honor, Purple Heart, Silver Star, Bronze Star, etc.), Emblem of Belief, Section and Grave Number, optional inscription, Date Headstone/Marker was ordered.
- Interment Information
  - Date of Interment, Funeral Home Name, Address and Phone number (if applicable)
- Eligibility Documents
  - As needed, NCA will disclose personally identifiable information (PII), including DD Form 214 or other appropriate documents, to Department of Defense entities (specifically Military Service Representatives) to determine eligibility for the coordination and conduct of interment honor ceremonies. NCA will not sell personal information, nor will it give or transfer personal information outside of the Department of Veterans Affairs and the Department of Defense. (Per NCA Notice 2013-05 (October 31, 2013) https://www.cem.va.gov/docs/policies/notices/Notice_2013-05.pdf

VA offices

- **Office of the Secretary of Veterans Affairs**
- Advisory Committee Management Office
- **Board of Veterans' Appeals**
- Electronic Health Record Modernization Integration Office
- **Office of Accountability and Whistleblower Protection**
- Office of Acquisition, Logistics, and Construction
- Office of Congressional and Legislative Affairs
- Office of Employment Discrimination Complaint Adjudication
- **Office of the General Counsel**
- Office of Human Resources and Administration
- **Office of Information and Technology**
- Office of Management



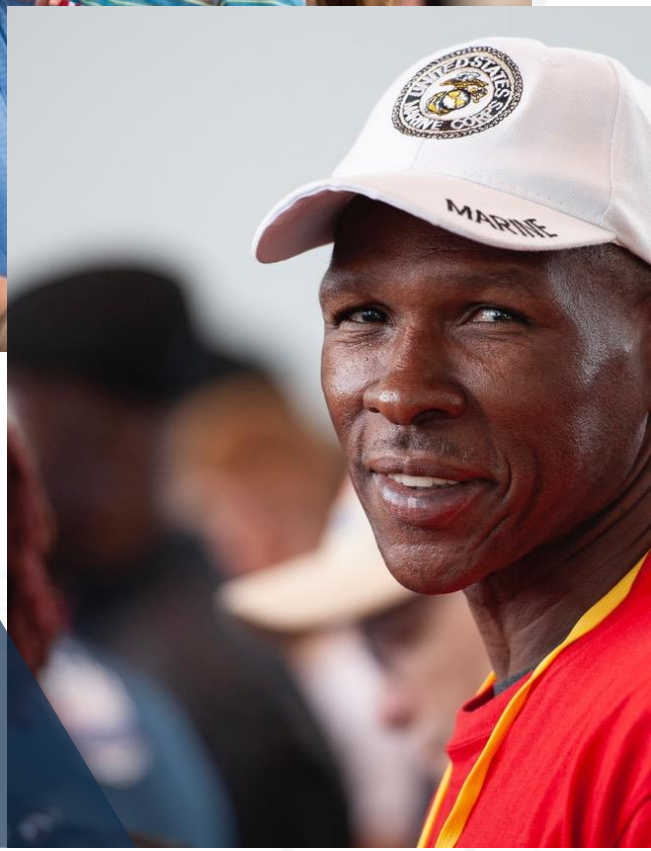


* In bold, offices that generally receive more than 100 FOIA requests a year.

VA offices (continued)

- Operations Security and Preparedness
- Office of Public and Intergovernmental Affairs
- Office of Regulation and Policy Management
- Office of Small and Disadvantaged Business Utilization
- Office of Survivor's Assistance
- **Office of the Inspector General**
- VA History Office
- Veterans Experience Office





* In bold, offices that generally receive more than 100 FOIA requests a year.

Common problems, and advice for requesters

Common problems that delay responding to your request

- Identity not verified
- Requests sent to the wrong office
- Broad or duplicate requests

Advice for making requests

- Identify the record you need and the office that holds it
- Use VA.gov or administration-specific identity-verified account
- Have your ID, date of birth, and current mailing address ready
- Complete every field on required form(s)
- Be specific about the record and date range

How to submit requests and contact information

Privacy Act request submission

- VHA and VBA Records https://www.va.gov
  - VBA Privacy Requester Portal https://www.va.gov/forms/20-10206/request-personal-records/introduction#content
- NCA Veterans and Families https://www.cem.va.gov/veterans-and-families/
- VA Privacy https://department.va.gov/privacy/privacy-act-requests/
  - Includes VHA, VBA, and NCA request and record amendment information

Contacts

- See Privacy Act Requests information at https://department.va.gov/privacy/privacy-act-requests/
- Contact us, get answers to your questions about VA benefits and services https://www.va.gov/contact-us/
- VA Benefits Hotline 1-800-827-1000

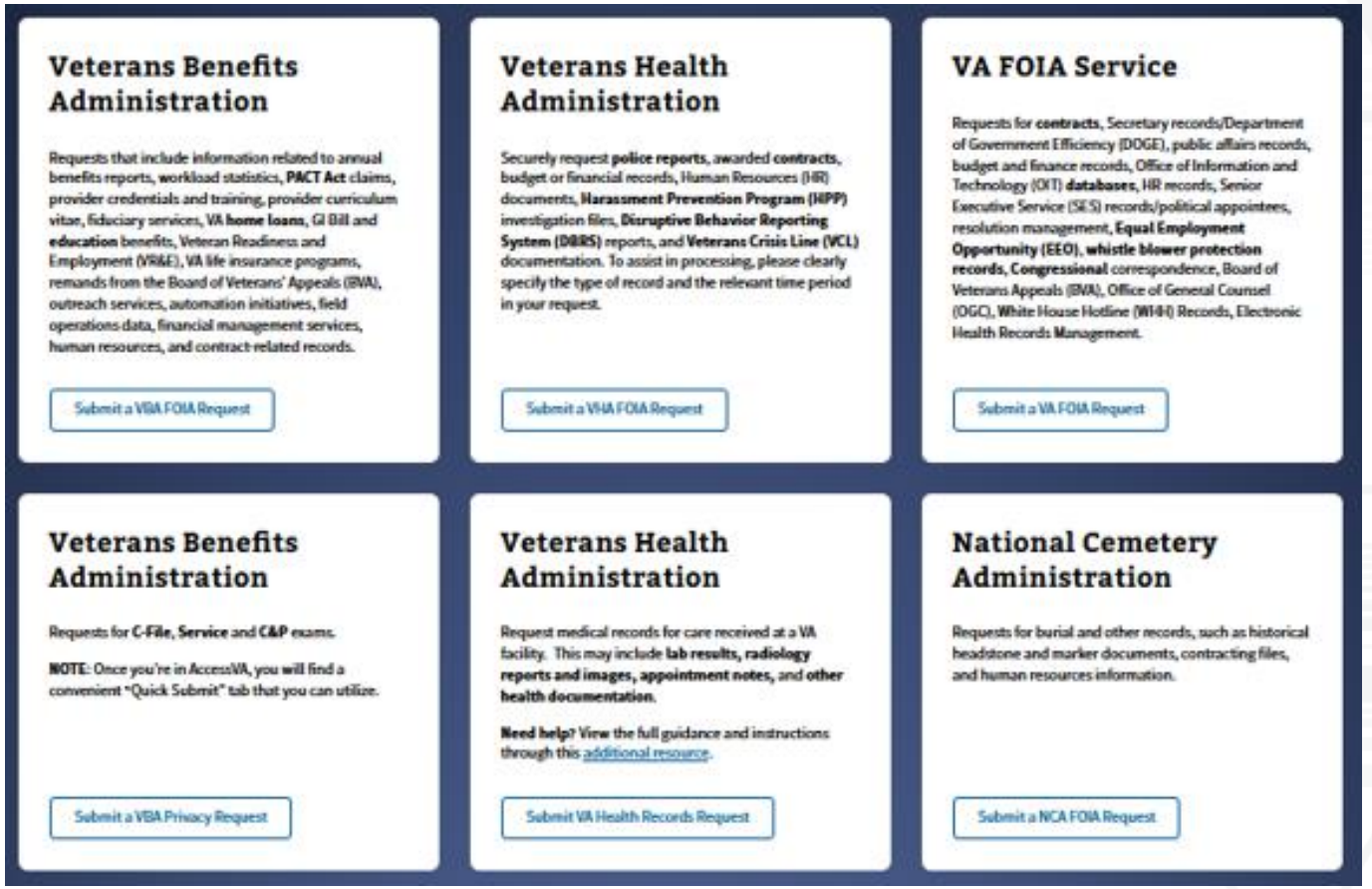
How to submit requests and contact information (continued)

FOIA request submission (including to VA offices)

- Freedom of Information Act Handbook https://department.va.gov/foia/
- U.S. Department of Justice, central website for FOIA https://www.foia.gov/

FOIA public liaison contacts

- VHA vhafoiahelp@va.gov
- VBA FOIA.VBACO@va.gov
- NCA cemncafoia@va.gov
- VA Offices FOIAHelp@va.gov



VA FOIA Handbook https://department.va.gov/foia/

NATIONAL ARCHIVES
Research Services

National Archives at St. Louis



Theresa Fitzgerald

Director, Personnel Records Division

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 (5 U.S.C. 552 (b)(6))

Archival Records and Project 62

- If a veteran was discharged, deceased, or retired 62 years prior to today's date, the Official Military Personnel File (OMPF) becomes an accessioned permanent record at 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 1964, the record is archival.
- If the veteran separated from military service after today's date in 1964, the record is an unaccessioned federal record.

Official Military Personnel Files and Personal Data Series

All branches of service from the late nineteenth to the late twentieth century

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
- Deceased Veterans Claim Files
- Selective Service Records
- General Courts-Martial Records

Branch of Service	Official Military Personnel Files, Archival Holdings
Army (includes Army Air Corps and Army Air Forces)	Enlisted: discharge dates 1912 to 1964 Officers: discharge dates 1917 to 1964
Navy	Enlisted: discharge dates 1885 to 1964 Officers: discharge dates 1902 to 1964
Air Force	All Personnel with discharge dates 1947 to 1964
Marine Corps	All Personnel with discharge dates 1895 to 1964
Coast Guard	All Personnel with discharge dates 1898 to 1964

Created 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
- medical records
- 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

Also includes forms used by the military for discharge before 1950 (e.g., WD AGO 53, WD AGO 55, WD AGO 53-55, NAVPERS 553, NAVMC 78PD, NAVCG553)

Detailed information about the veteran's participation in battles and their military engagements is **NOT** contained in the record.

NATIONAL ARCHIVES Research Services

NOTICE OF SEPARATION FROM U. S. NAVAL SERVICE

NAVPERS-553 (REV. 8-45)

1. SERIAL OR FILE NO. 2. NAME (LAST) (FIRST) (MIDDLE) 3. RATE AND CLASS/OR RANK AND CLASSIFICATION 4. PERMANENT ADDRESS FOR MAILING PURPOSES

978 44 26 1145-587-3
BISHOP, WILLIAM A.
SEAMAN 1/C SV6 USNR 11-25
R.R. 1 BOX 217
COVINGTON, KY. KENTON CO.

5 PLACE OF SEPARATION
USN PERS. SEP. CEN. UNIT #3
GREAT LAKES, ILL.

6. CHARACTER OF SEPARATION
HONORABLE

7. ADDRESS FROM WHICH EMPLOYMENT WILL BE SOUGHT
SAME AS 4

8. RACE: W | 9. SEX: M | 10. MARITAL STATUS: MARRIED | 11. U.S. CITIZEN (YES OR NO): YES

12. DATE AND PLACE OF BIRTH
11-5-22 FALMOUTH, KY.

RECORD OF NAVAL SERVICE

Sel. Ser. Data — 13. REGISTERED: [X] YES [ ] NO

14. SELECTIVE SERVICE BOARD OF REGISTRATION
KENTON CO, KY.

15. HOME ADDRESS AT TIME OF ENTRY INTO SERVICE
ROUTE 1, BOX217 COVINGTON KY.

16. MEANS OF ENTRY (INDICATE BY CHECK IN APPROPRIATE BOX)
[ ] ENLISTED DATE
[X] INDUCTED DATE 5-29-44
[ ] COMMISSIONED DATE

17. DATE OF ENTRY INTO ACTIVE SERVICE
5-29-44

18. NET SERVICE (FOR PAY PURPOSES) (YRS., MOS., DAYS)
01-05-27

19. PLACE OF ENTRY INTO ACTIVE SERVICE
LOUISVILLE, KY.

20. QUALIFICATIONS, CERTIFICATES HELD, ETC.
SEE RATING DESCRIPTION BOOKLETS
S1/C

21. RATINGS HELD
AS, S2/C, S1/C

22. FOREIGN AND/OR SEA SERVICE WORLD WAR II
[ ] YES [X] NO

23. SERVICE SCHOOLS COMPLETED — WEEKS
NONE

24. SERVICE (VESSELS AND STATIONS SERVED ON)
USNTS GT. LAKES, ILL.
NT SCH, NAVY PIER, CHICAGO, ILL.
NAVAL AMMUNITION DEPOT CRANE, IND.

PAY & INSURANCE DATA

IMPORTANT: IF PREMIUM IS NOT PAID WHEN DUE OR WITHIN THIRTY-ONE DAYS THEREAFTER, INSURANCE WILL LAPSE. MAKE CHECKS OR MONEY ORDERS PAYABLE TO THE TREASURER OF THE U. S. AND FORWARD TO COLLECTOR'S SUBDIVISION, VETERAN'S ADMINISTRATION, WASHINGTON 25, D. C

25. KIND OF INSURANCE: NSI | 26. EFFECTIVE MONTH OF ALLOTMENT DISCONTINUANCE: NOV | 27. MO. NEXT PREMIUM DUE: DEC | 28. AMOUNT OF PREMIUM DUE EACH MONTH: 6.50 | 29. INTENTION OF VETERAN TO CONTINUE INS.: YES

30. TOTAL PAYMENT UPON DISCHARGE: $ 38.68 | 31. TRAVEL OR MILEAGE ALLOWANCE INCLUDED IN TOTAL PAYMENT: $ 16.55 | 32. INITIAL MUSTERING OUT PAY: 100.00 | 33. NAME OF DISBURSING OFFICER: J.P. COLE 520025

34. REMARKS
DEPENDENCY
AMERICAN AREA
VICTORY BAR.

35. SIGNATURE (BY DIRECTION OF COMMANDING OFFICER)
F L Marx
FOR T. V. RILEY, LIEUT, USNR

EMPLOYMENT AND EDUCATIONAL DATA

36. NAME AND ADDRESS OF LAST EMPLOYER
F.A. KLAENE FOUNDRY
COVINGTON, KY.

37. DATES OF LAST EMPL'MT. FROM 1-42 TO 4-43

38. MAIN CIVILIAN OCCUPATION AND D. O. T. NO.
MOLDER

39. JOB PREFERENCE (LIST TYPE, LOCALITY, AND GENERAL AREA)
MOLDER

40. PREFERENCE FOR ADDITIONAL TRAINING (TYPE OF TRAINING)
---

41. NON-SERVICE EDU. (YRS. SUCCESSFULLY COMPLETED) GRAM.: 8 H. S.: 1 COLL.: -

42. DEGREES: -

43. MAJOR COURSE OR FIELD: ---

44. VOCATIONAL OR TRADE COURSES (NATURE AND LENGTH OF COURSE)
---

45. RIGHT INDEX FINGERPRINT

46. OFF DUTY EDUCATIONAL COURSES COMPLETED
NONE

47. DATE OF SEPARATION: 11-25-45

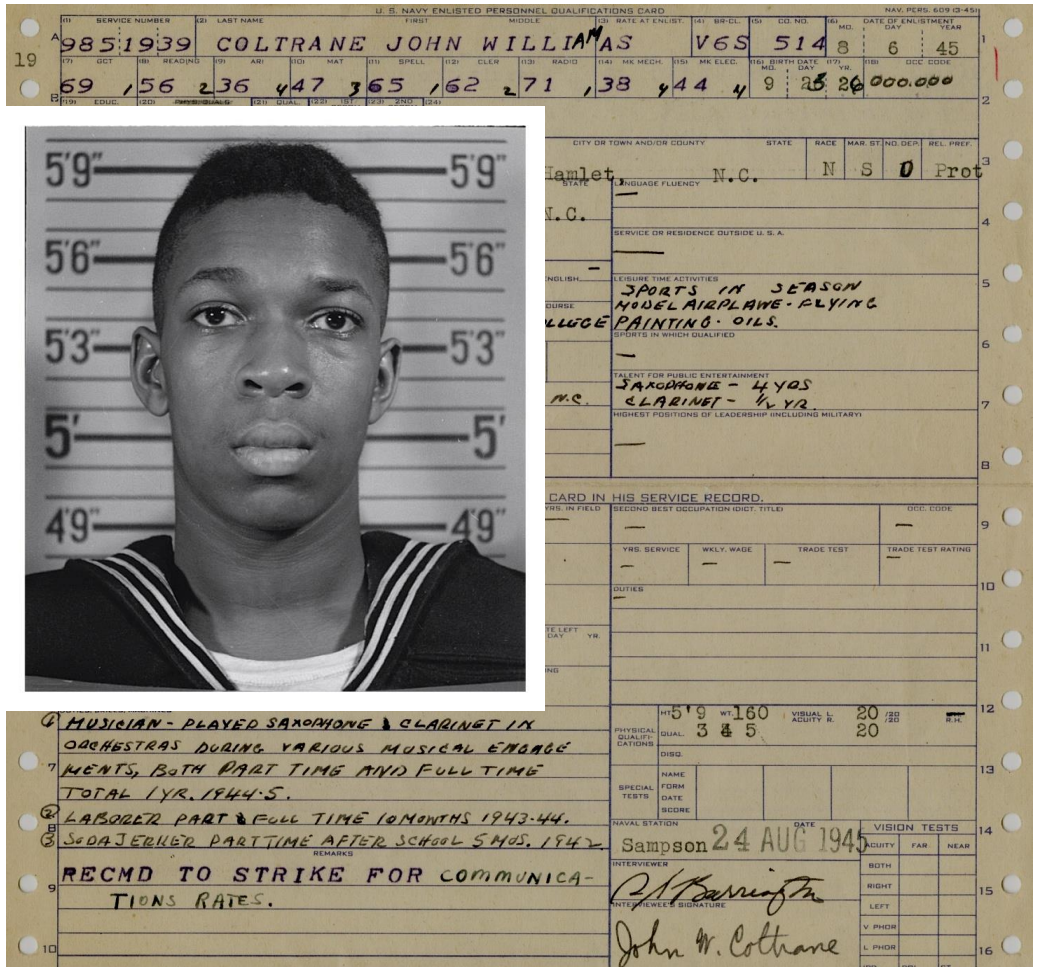
48. SIGNATURE OF PERSON BEING SEPARATED: MA

3

TO: BUREAU OF NAVAL PERSONNEL

NATIONAL ARCHIVES and RECORDS ADMINISTRATION

Persons of Exceptional Prominence


U. S. NAVY ENLISTED PERSONNEL QUALIFICATIONS CARD

NAV. PERS. 609 (3-45)

985 19 39 COLTRANE JOHN WILLIAMS V6S 514 8 6 45

69 156 236 447 365 162 271 138 444 9 23 26 000.000

Hamlet N.C. N S D Prot

N.C.

SPORTS IN SEASON
MODEL AIRPLANE - FLYING
PAINTING - OILS.

SAXOPHONE - 4 YRS
CLARINET - ½ YR.

CARD IN HIS SERVICE RECORD.

MUSICIAN - PLAYED SAXOPHONE & CLARINET IN ORCHESTRAS DURING VARIOUS MUSICAL ENGAGEMENTS, BOTH PART TIME AND FULL TIME TOTAL 1 YR. 1944-5.

LABORER PART & FULL TIME 10 MONTHS 1943-44.

SODA JERKER PART TIME AFTER SCHOOL 5 MOS. 1942.

RECMD TO STRIKE FOR COMMUNICATIONS RATES.

HT. 5'9 WT. 160 VISUAL L. 20/20 R. 20/20

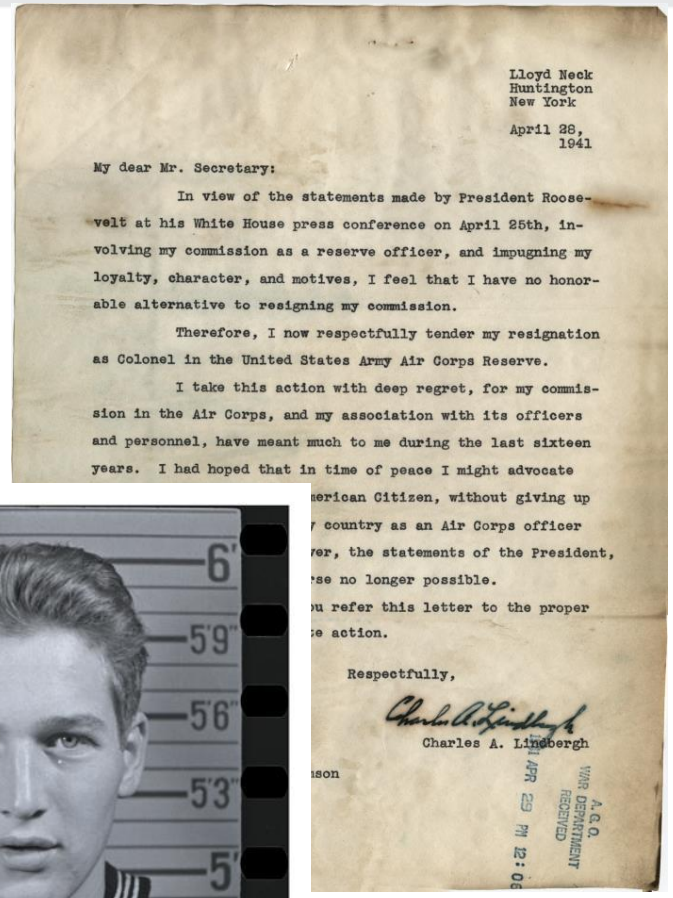
PHYSICAL QUALIFICATIONS QUAL. 3 4 5 DISQ.

NAVAL STATION Sampson DATE 24 AUG 1945

INTERVIEWER

INTERVIEWEE'S SIGNATURE John W. Coltrane

John Coltrane


Lloyd Neck
Huntington
New York

April 28,
1941

My dear Mr. Secretary:

In view of the statements made by President Roosevelt 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
erican Citizen, without giving up
country as an Air Corps officer
er, the statements of the President,
se no longer possible.
u refer this letter to the proper
e action.

Respectfully,

Charles A. Lindbergh

Charles A. Lindbergh

A.G.O. WAR DEPARTMENT RECEIVED APR 29 PM 12:0


7 0 3 8 4 9 5

Paul Newman

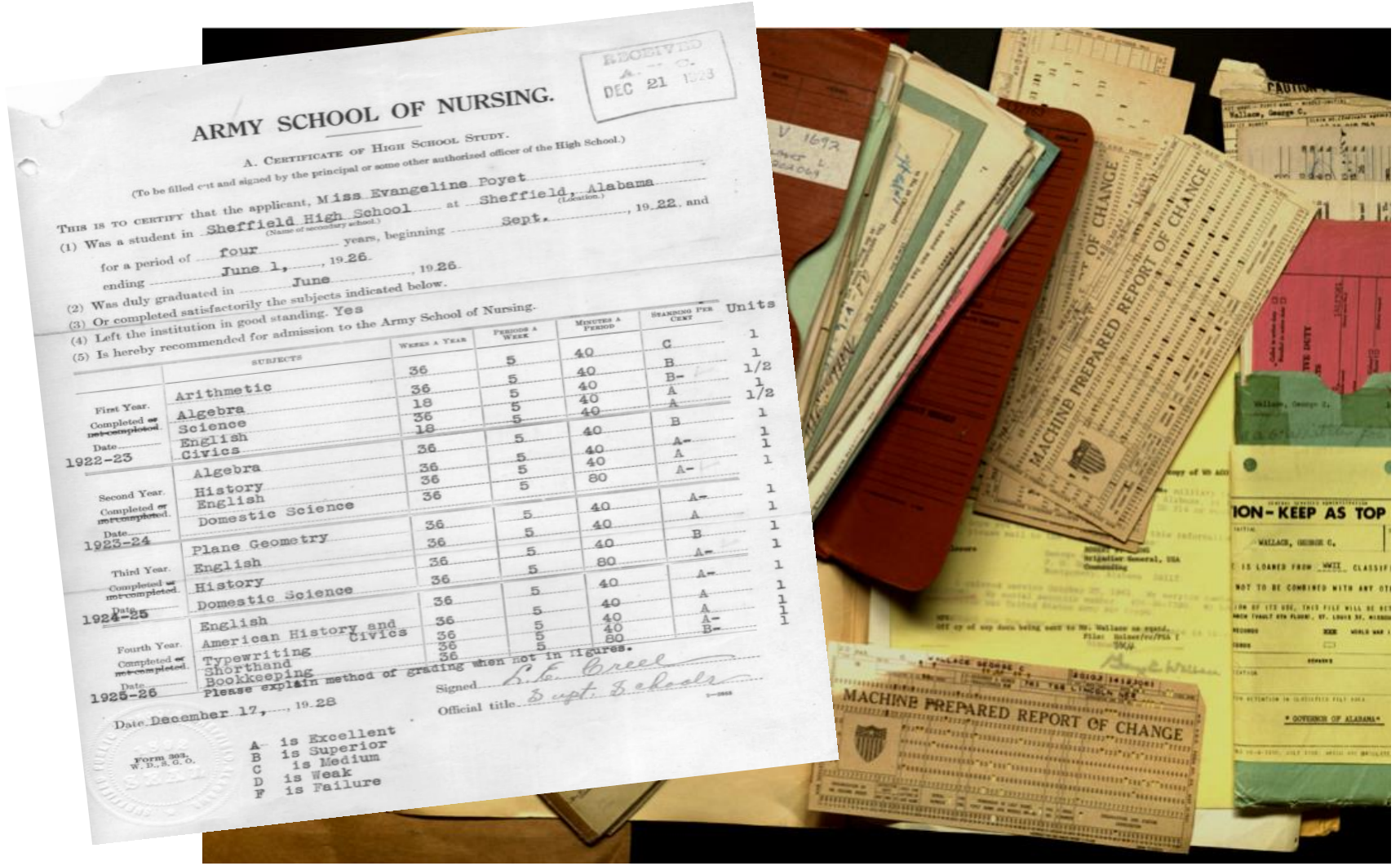
Persons of Exceptional Prominence

- 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 online in the National Archives Catalog
- For a complete list of PEPs and links to their Catalog entries visit: https://www.archives.gov/st-louis/pep

NATIONAL ARCHIVES

Research Services

Auxiliary Records



ARMY SCHOOL OF NURSING.

RECEIVED A. G. O. DEC 21 1923

A. CERTIFICATE OF HIGH SCHOOL STUDY.

(To be filled out and signed by the principal or some other authorized officer of the High School.)

THIS IS TO CERTIFY that the applicant, Miss Evangeline Poyet

(1) Was a student in Sheffield High School (Name of secondary school.) at Sheffield, Alabama (Location.)

for a period of four years, beginning Sept., 19 22, and

ending June 1, 19 26.

(2) Was duly graduated in June, 19 26.

(3) Or completed satisfactorily the subjects indicated below.

(4) Left the institution in good standing. Yes

(5) Is hereby recommended for admission to the Army School of Nursing.

	SUBJECTS	WEEKS A YEAR	PERIODS A WEEK	MINUTES A PERIOD	STANDING PER CENT	Units
First Year. Completed or not completed. Date 1922-23	Arithmetic	36	5	40	C	1
	Algebra	36	5	40	B	1
	Science	18	5	40	B-	1/2
	English	36	5	40	A	1
	Civics	18	5	40	A	1/2
Second Year. Completed or not completed. Date 1923-24	Algebra	36	5	40	B	1
	History	36	5	40	A-	1
	English	36	5	40	A	1
	Domestic Science	36	5	80	A-	1
Third Year. Completed or not completed. Date 1924-25	Plane Geometry	36	5	40	A-	1
	English	36	5	40	A	1
	History	36	5	40	B	1
	Domestic Science	36	5	80	A-	1
Fourth Year. Completed or not completed. Date 1925-26	English	36	5	40	A-	1
	American History and Civics	36	5	40	A	1
	Typewriting	36	5	40	A-	1
	Shorthand	36	5	40	A-	1
	Bookkeeping	36	5	80	B-	1

Please explain method of grading when not in figures.

Signed R. E. Breel

Official title Supt. Schools

Date December 17, 19 28

Form 303, W. D., S. G. O.

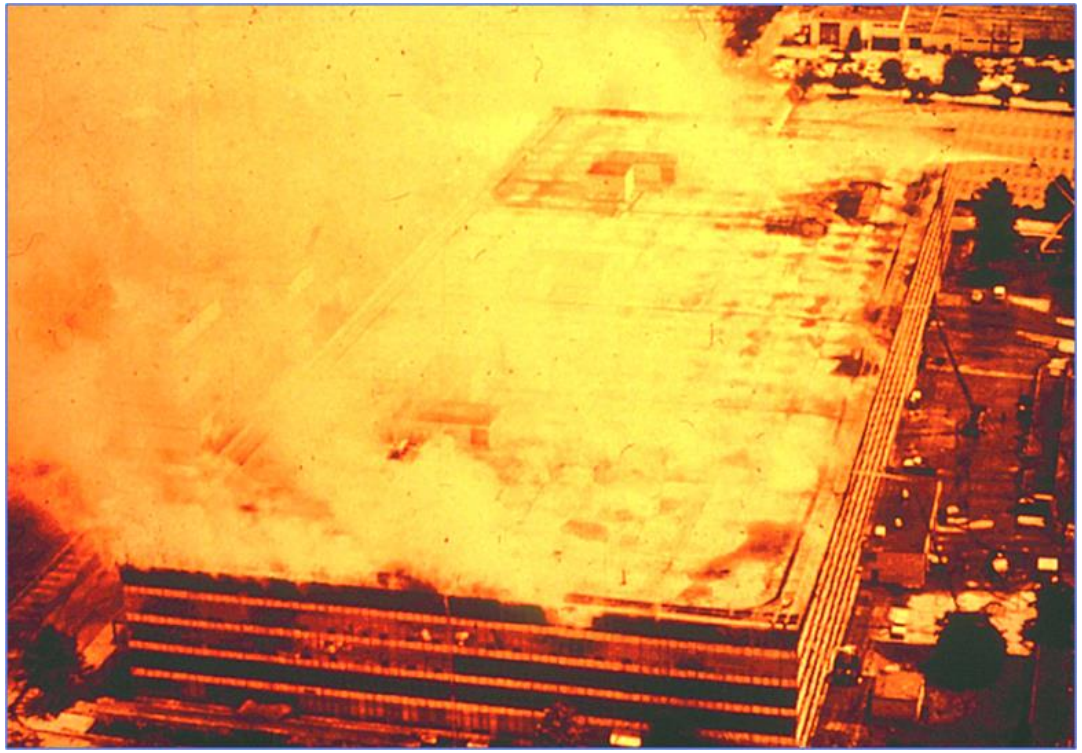
A is Excellent
B is Superior
C is Medium
D is Weak
F is Failure

MACHINE PREPARED REPORT OF CHANGE

ION-KEEP AS TOP

Fire of 1973

Shortly after midnight, on July 12, 1973, a fire was reported at the National Personnel Records Center's (NPRC) military personnel records building



Fire of 1973

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

Army: 80%

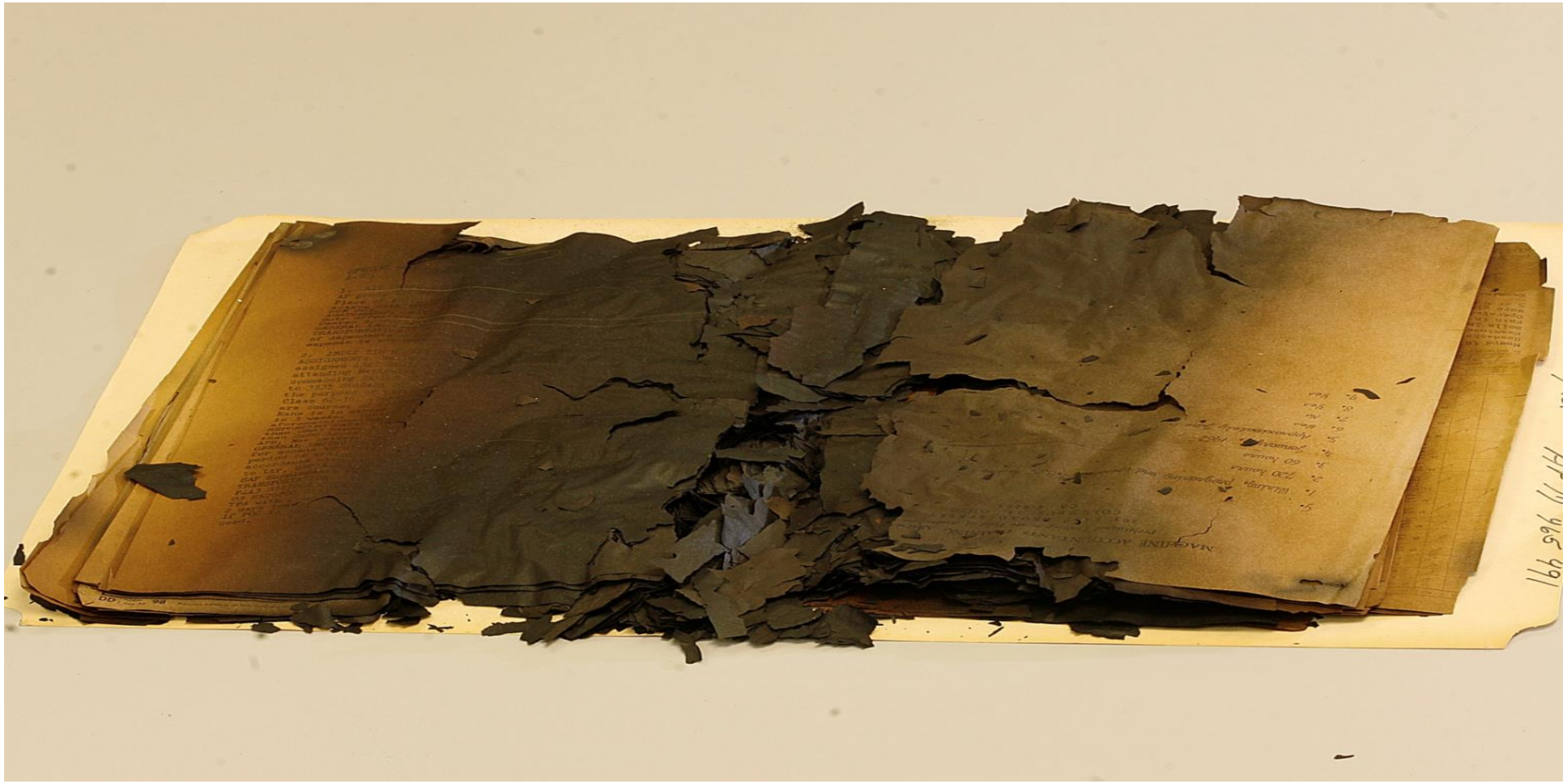
- Army WWI November 1, 1912–September 7, 1939
- Army WWII September 8, 1939–December 31, 1946
- Army Post-WWII January 1, 1947–December 31, 1959

Air Force: 75%

- Air Force September 25, 1947–December 31, 1963, surnames Hubbard–Z

*The Army and Air Force will not have copies of OMPFs lost in the fire. These were the only existing Official Military Personnel Records.

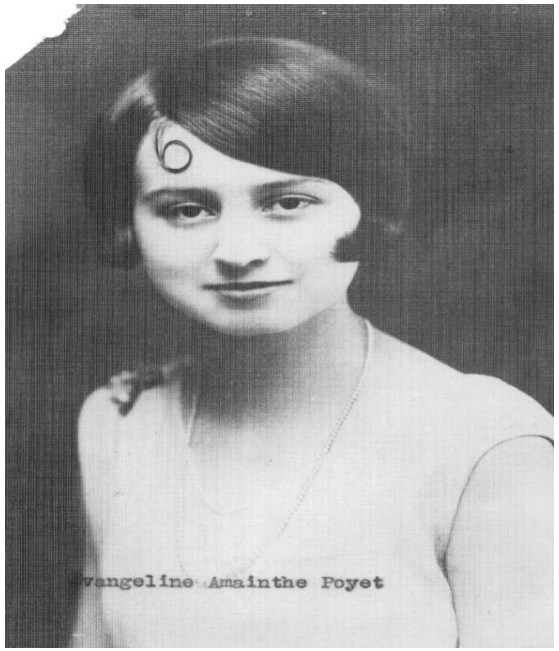
Fire of 1973



Other Archival Records at the National Archives at St. Louis

- Selective Service System Classification Ledgers and Registration Cards (post WWI through the end of the Draft)
  - ~ 50 million individuals
- U.S. Army Courts-Martial Records (1918–1976)
- Deceased Veterans Claim Files (XCs) (1898–1945)
- Individual Deceased Personnel Files (all branches)
- Army and Air Force Morning Reports, Rolls and Rosters
- Merchant Marine Licensing Files
- Many, many more…

Branch of Service	Archival Record Series	Years
All Branches	Applications For Headstones	1925-1970
All Branches	Applications for Headstones and Markers; Department of Memorial Affairs	1970-1985
All Branches	Arlington National Cemetery Daily Logs	1948-2011
All Branches	Burial Case Files	1915-1939
All Branches	Deceased Veterans Claims (XC files) - successor series to "Pension Files"	1898-1945
All Branches	Deceased Veterans Claims Index Cards	1918-1945
All Branches	Interment Control Forms	1928-1962
All Branches	North Carolina WWI Index Cards	1917-1918
All Branches	VA Master Index File	through 1972
Air Force & Army	Daily Sick Reports/Books, US Army and Army Air Force	1912-1953
Air Force & Army	Separation and Discharge Records, US Army and Air Force	1942-1959
Air Force & Army	Enlistment/Induction Serial Number Ledgers	1947-1960
Air Force	Awards Card File, Air Force	1942-1963
Air Force	Casualty Files / Mortuary Files / Individual Deceased Personnel Files (IDPFs), Air Force	1940-1973
Air Force	Drop Cards	1947-1969
Air Force	Individual Flight Records	1911-1958
Air Force	Morning Reports, Air Force	1947-1966
Air Force	Pay Vouchers, Final	1947-1950, 1961-1962
Air Force	Publications (microfilm)	1940-1953
Air Force	Publications (paper)	1954-1968



Photograph from the *Army Student Nurse Individual Academic Records, 1919–1937*

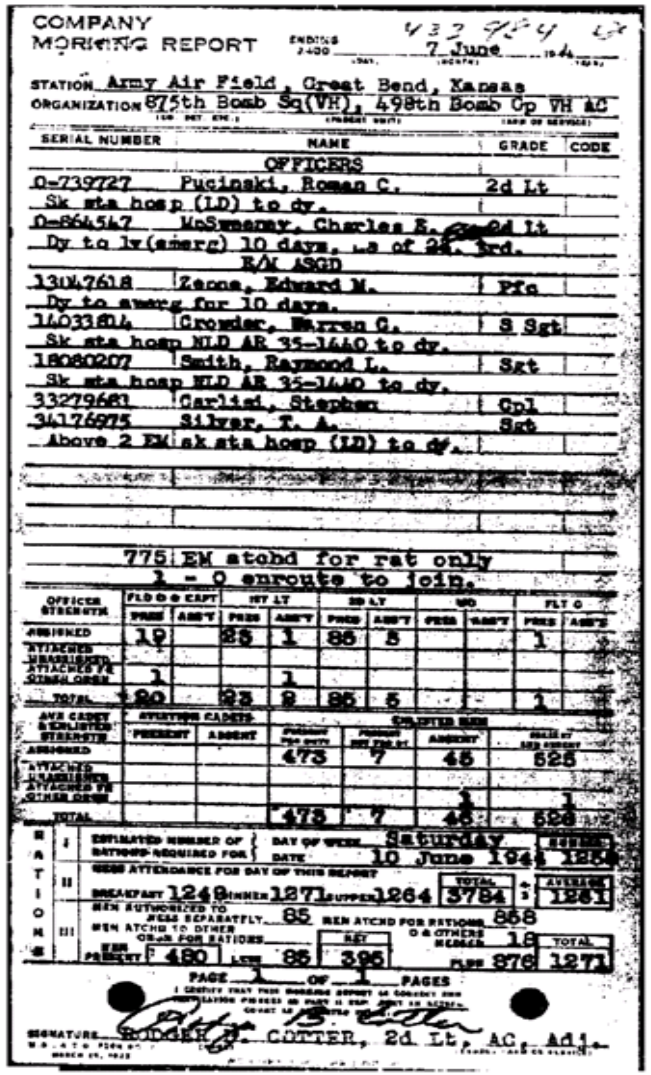
Branch of Service	Archival Record Series	Years
Army	American Expeditionary Forces Card File	1917-1918
Army	Army Hospital Clinical Record Cover Sheets	1906-1959
Army	Award Cards, WWI Army	1918-1940
Army	Awards Precedence Files	1918-1920
Army	Berlin Airlift Device Cards	1948-1949
Army	Chaplain Files	1917-1950
Army	Chemical Warfare Service Officers Index	1941-1959
Army	Courts Martial Records of Trial, General	1917-1976
Army	Courts Martial Records of Trial, Special (resulting in Bad Conduct Discharge)	1939-1976
Army	Courts Martial Summaries, American Expeditionary Forces in Germany	1919-1921
Army	Daily Reports of Changes, US Army	1918-1919
Army	Dependency Folders, U.S. Army	1918-1943
Army	Deserters Vouchers, US Army	1926-1930
Army	Disability Discharges, US Army	1917-1939
Army	Discharge from the Draft, US Army	1918
Army	Discharge Reports, WWI, US Army	1918-1920
Army	District of Columbia National Guard	1887-1945
Army	Individual Civilian Internment Cards	1941-1946
Army	Mexican Border Service	1916-1917
Army	Miscellaneous Unit Records and Name Lists	1912-1957
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 Papers, WWI, US Army	1916-1919
Army	Nominal Checklist for Report of Sick and Wounded, US Army	1917-1939

Branch of Service	Archival Record Series	Years
Army	Nurses Cards, World War II Army	1944
Army	Nurses (Student) Individual Academic Records, US Army	1919-1937
Army	Officers' Reports of Change	1918
Army	Patient Rosters, US Army	1940-1948
Army	Pay Cards, Army Deserters	1943-1945
Army	Pay Cards, Army Officers	1940-1951
Army	Pay Cards, Army WWI Officers & Nurses	1917-1921
Army	Pay Cards, Contract Nurses, US Army	1933-1940
Army	Pay Cards, Contract Surgeons and Chaplains, US Army	1935-1942
Army	Pay Cards, Field Clerks, US Army	1917-1921
Army	Pay Cards, National Guard Officers	1922-1936
Army	Pay Cards, Regular Army Officers and Field Clerks	1920-1941
Army	Pay Cards, US Army, Reserve Officer Training Corps Students	1920
Army	Pay Cards, Warrant Officers, US Army	1917-1921
Army	Pay Vouchers, Final, Army WWI, Officers & Nurses	1917-1921
Army	Pay Vouchers, Final, Post WWI, WWII, and Post WWII	1926-1950, 1961-1962
Army	Pay Vouchers, US Army Enlisted, WWI (Multiple-name and Single-name)	1917-1921
Army	Payments, Enlisted Men, US Army	1915-1917

Branch of Service	Archival Record Series	Years
Army	Philippine Prisoners of War Card File (QTP in Registry)	1941-1945
Army	Reserve Officer Training Camps: Officers & Candidates for Commission, US Army	1917-1918
Army	Return of Nurse Corps, US Army	1917-1920
Army	Russian Railway Service Corps	1917-1920
Army	SGO (Office of the Surgeon General) Hospital Admission Electronic Data Files	1942-1945, 1950-1954, 1958-1963
Army	United States Soldiers Home Accounts	1900-1926
Marine Corps	Compiled Service Records	1895-1904
Navy	Casualty Reports (IDPFs)	1907-1970
Navy	Individual Deceased Personnel Files (IDPFs)	1964-1975
Navy	Inpatient (Clinical) Record Files Non-Fixed Medical Facilities	1943-1945
Navy	Officer Orders & Officer Personnel Jackets - South Pacific Force	not shown
SSS	Selective Service System - Registration Cards and Classification Ledgers	1940-1975
SSS	Alien Registration Forms	1940-1947
Merchant Mariners	Card Records of Licenses Issued to Merchant Marine Officers	1910-1946
Merchant Mariners	Deceased and War Casualty Seaman's Records	1937-1950

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 MORNING REPORT ENDING 2400 7 June 1944

STATION Army Air Field, Great Bend, Kansas
ORGANIZATION 875th Bomb Sq(VH), 498th Bomb Gp VH AC

SERIAL NUMBER	NAME	GRADE	CODE
	OFFICERS		
O-739727	Puciński, Roman C.	2d Lt	
	Sk sta hosp (LD) to dy.		
O-864547	McSweeney, Charles E.	2d Lt	
	Dy to lv(emerg) 10 days, e of 2d. 3rd.		
	EM ASGD		
13047618	Zenna, Edward M.	Pfc	
	Dy to emerg for 10 days.		
14033804	Crowder, Warren G.	S Sgt	
	Sk sta hosp WLD AR 35-1440 to dy.		
18060207	Smith, Raymond L.	Sgt	
	Sk sta hosp WLD AR 35-1440 to dy.		
33279681	Carlisi, Stephen	Cpl	
34176975	Silver, T. A.	Sgt	
	Above 2 EM sk sta hosp (LD) to dy.		

775 EM atchd for rat only
1 - 0 enroute to join.

OFFICER STRENGTH	FLD G & CAPT PRES	FLD G & CAPT ABS'T	1ST LT PRES	1ST LT ABS'T	2D LT PRES	2D LT ABS'T	WO PRES	WO ABS'T	FLT O PRES	FLT O ABS'T
ASSIGNED	19		85	1	86	5			1	
ATTACHED (GRADUATES ATTACHED FR OTHER ORGN)	1			1						
TOTAL	20		85	2	86	5			1	

AVN CADET & ENLISTED STRENGTH	AVIATION CADETS PRESENT	AVIATION CADETS ABSENT	ENLISTED MEN PRESENT	ENLISTED MEN ABSENT
ASSIGNED			473 7	45 525
ATTACHED (GRADUATES ATTACHED FR OTHER ORGN)				1 1
TOTAL			473 7	46 526

RATIONS: I ESTIMATED NUMBER OF RATIONS REQUIRED FOR DAY OF WEEK Saturday, DATE 10 June 1944 1264
II GROSS ATTENDANCE FOR DAY OF THIS REPORT BREAKFAST 1249 DINNER 1271 SUPPER 1264 TOTAL 3784 AVERAGE 1261
III MEN AUTHORIZED TO MESS SEPARATELY 85 MEN ATCHD FOR RATIONS 868
MEN ATCHD TO OTHER ORGNS FOR RATIONS — MEN PRESENT F 480 LOSS 85 NET 395 D & OTHERS MESSAGE 18 TOTAL PRES 876 1271

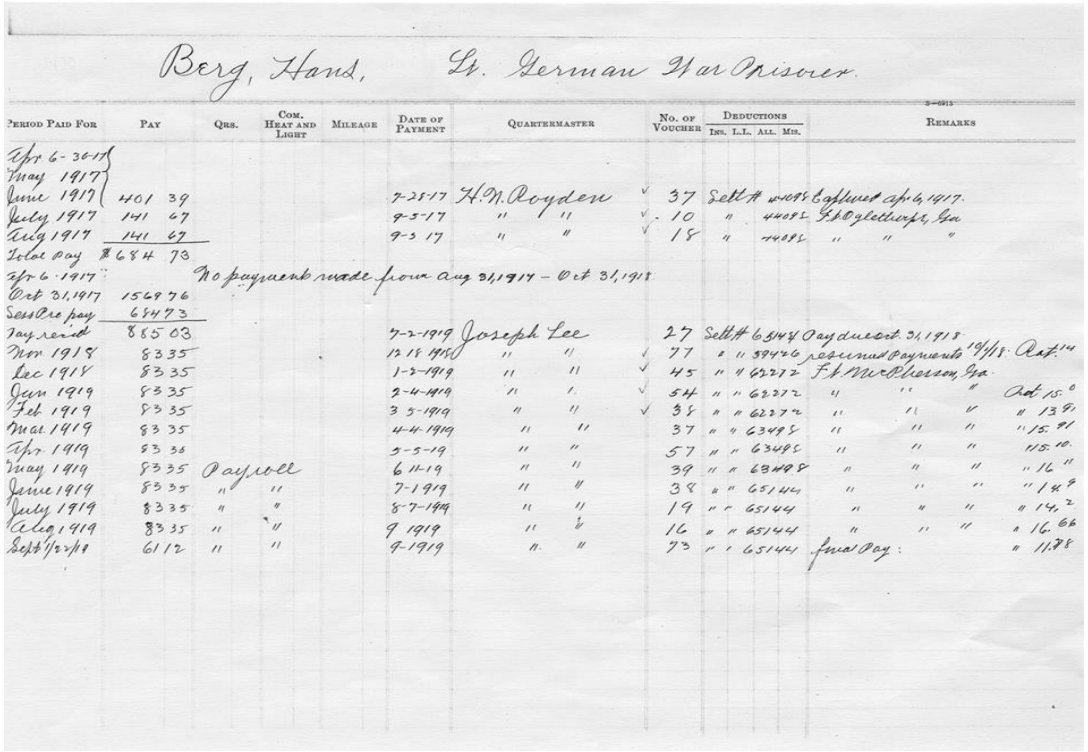
PAGE 1 OF 1 PAGES

I CERTIFY THAT THIS MORNING REPORT IS CORRECT AND THAT THE INFORMATION PRESENTED IN PART II HEREOF HAS BEEN TAKEN FROM THE DAILY RECORDS OF THIS ORGANIZATION

SIGNATURE RODGER G. COTTER, 2d Lt, AC, Adj.

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.



Berg, Hans, Lt. German War Prisoner

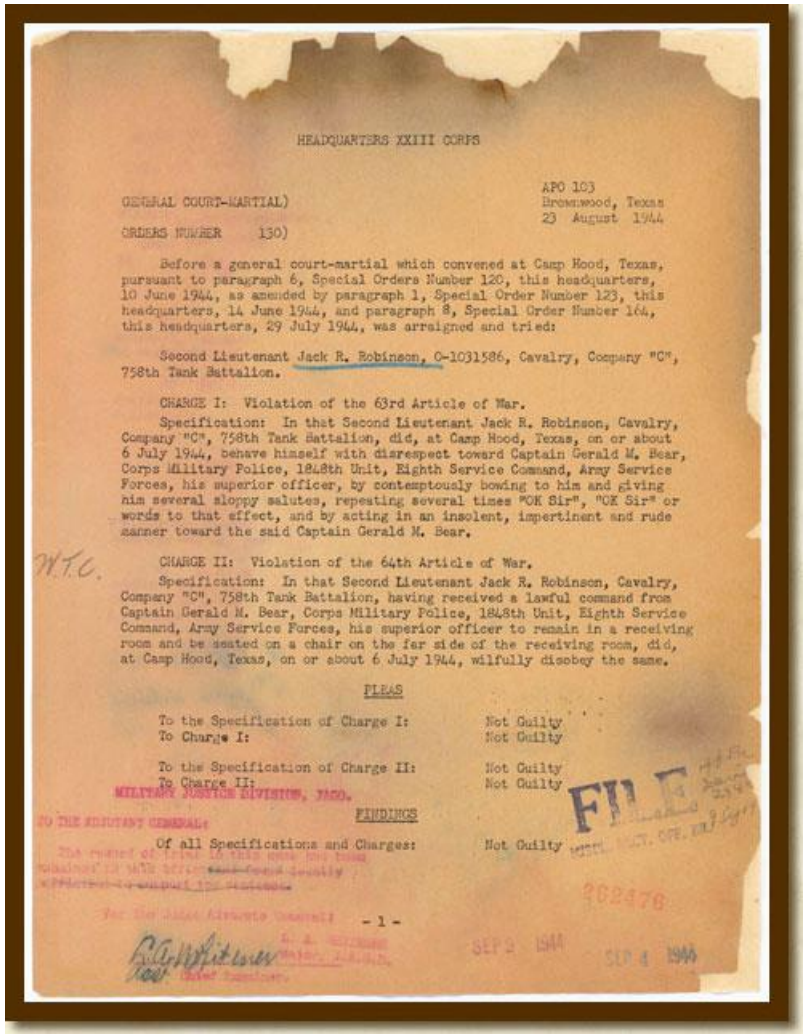
Period Paid For	Pay	Qrs.	Com. Heat and Light	Mileage	Date of Payment	Quartermaster	No. of Voucher	Deductions Ins. L.L. All. Mis.	Remarks
Apr 6-30 1917									
May 1917									
June 1917	401 39				7-25-17	H.M. Royden	37	Sett # 44082 Captured Apr 6, 1917.	
July 1917	141 67				9-3-17	" "	10	" 44082 Ft Oglethorpe, Ga	
Aug 1917	141 67				9-3-17	" "	18	" 44082 " " "	
Total Pay	$684 73								
Apr 6-1917	No payments made from Aug 31, 1917 - Oct 31, 1918								
Oct 31, 1917	156 96								
Sess Acc pay	64 73								
Pay rec'd	885 03				7-2-1919	Joseph Lee	27	Sett # 6844 Pay due to Oct 31, 1918	19/18 Act 14
Nov 1918	83 35				12-18-1918	" "	77	" " 39426 Deferred Payments	
Dec 1918	83 35				1-3-1919	" "	45	" " 62272 Ft McPherson, Ga	
Jan 1919	83 35				2-4-1919	" "	54	" " 62272 " " "	Act 15. 0
Feb 1919	83 35				3-3-1919	" "	35	" " 62272 " " "	" 139
Mar 1919	83 35				4-4-1919	" "	37	" " 63495 " " "	" 15. 91
Apr 1919	83 36				5-5-19	" "	57	" " 63495 " " "	" 15. 10
May 1919	83 35	Payroll			6-11-19	" "	39	" " 63495 " " "	" 16 "
June 1919	83 35	"	"		7-1919	" "	38	" " 65144 " " "	" 14 8
July 1919	83 35	"	"		8-7-1919	" "	19	" " 65144 " " "	" 14. 2
Aug 1919	83 35	"	"		9-1919	" "	16	" " 65144 " " "	" 16. 66
Sept 1/2-19	61 12	"	"		9-1919	" "	73	" " 65144 final Pay	" 11. 88

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.

Courts-Martial Records



HEADQUARTERS XXIII CORPS

APO 103
Bremerwood, Texas
23 August 1944

GENERAL COURT-MARTIAL)
ORDERS NUMBER 130)

Before a general court-martial which convened at Camp Hood, Texas, pursuant to paragraph 6, Special Orders Number 120, this headquarters, 10 June 1944, as amended by paragraph 1, Special Order Number 123, this headquarters, 14 June 1944, and paragraph 8, Special Order Number 164, this headquarters, 29 July 1944, was arraigned and tried:

Second Lieutenant Jack R. Robinson, O-1031586, Cavalry, Company "C", 758th Tank Battalion.

CHARGE I: Violation of the 63rd Article of War.

Specification: In that Second Lieutenant Jack R. Robinson, Cavalry, Company "C", 758th Tank Battalion, did, at Camp Hood, Texas, on or about 6 July 1944, behave himself with disrespect toward Captain Gerald M. Bear, Corps Military Police, 1848th Unit, Eighth Service Command, Army Service Forces, his superior officer, by contemptously bowing to him and giving him several sloppy salutes, repeating several times "OK Sir", "OK Sir" or words to that effect, and by acting in an insolent, impertinent and rude manner toward the said Captain Gerald M. Bear.

CHARGE II: Violation of the 64th Article of War.

Specification: In that Second Lieutenant Jack R. Robinson, Cavalry, Company "C", 758th Tank Battalion, having received a lawful command from Captain Gerald M. Bear, Corps Military Police, 1848th Unit, Eighth Service Command, Army Service Forces, his superior officer to remain in a receiving room and be seated on a chair on the far side of the receiving room, did, at Camp Hood, Texas, on or about 6 July 1944, wilfully disobey the same.

PLEAS

To the Specification of Charge I: Not Guilty
To Charge I: Not Guilty

To the Specification of Charge II: Not Guilty
To Charge II: Not Guilty

FINDINGS

Of all Specifications and Charges: Not Guilty

-1-

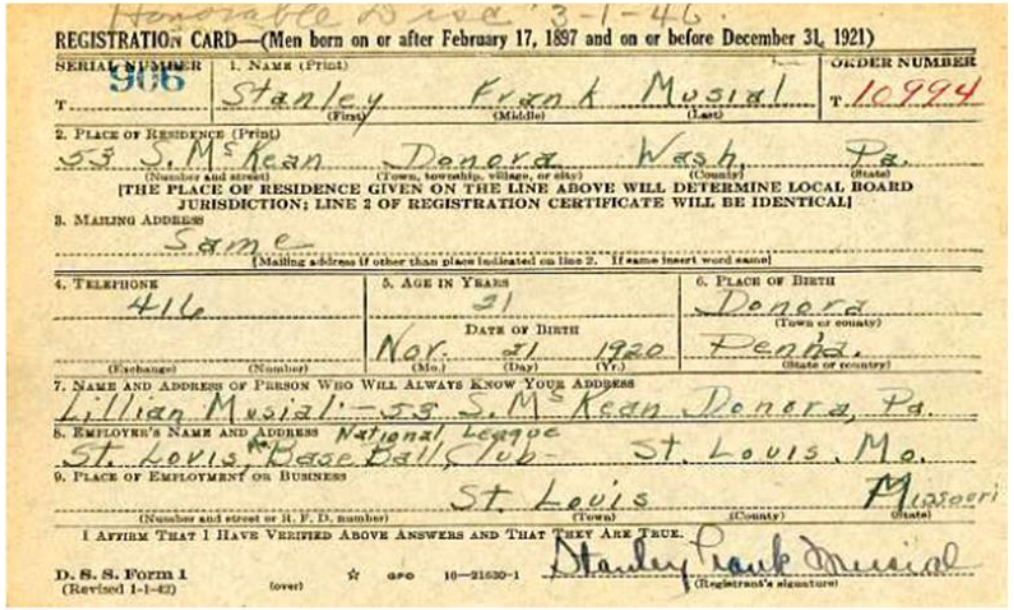
Army and Navy General and Special Courts-Martial Records from 1918-1976



2nd Lt. Jackie Robinson, ca. 1940s

Selective Service Records

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



Honorable Discharge 3-1-46.

REGISTRATION CARD—(Men born on or after February 17, 1897 and on or before December 31, 1921)

SERIAL NUMBER 906 | 1. NAME (Print) Stanley (First) Frank (Middle) Musial (Last) | ORDER NUMBER T 10994

2. PLACE OF RESIDENCE (Print) 53 S. McKean (Number and street) Donora (Town, township, village, or city) Wash. (County) Pa. (State)

[THE PLACE OF RESIDENCE GIVEN ON THE LINE ABOVE WILL DETERMINE LOCAL BOARD JURISDICTION; LINE 2 OF REGISTRATION CERTIFICATE WILL BE IDENTICAL]

3. MAILING ADDRESS Same (Mailing address if other than place indicated on line 2. If same insert word same)

4. TELEPHONE 416 (Exchange) (Number)

5. AGE IN YEARS 21 DATE OF BIRTH Nov. (Mo.) 21 (Day) 1920 (Yr.)

6. PLACE OF BIRTH Donora (Town or county) Penna. (State or country)

7. NAME AND ADDRESS OF PERSON WHO WILL ALWAYS KNOW YOUR ADDRESS Lillian Musial - 53 S. McKean Donora, Pa.

8. EMPLOYER'S NAME AND ADDRESS National League St. Louis Base Ball Club St. Louis, Mo.

9. PLACE OF EMPLOYMENT OR BUSINESS St. Louis (Number and street or R. F. D. number) (Town) (County) Missouri (State)

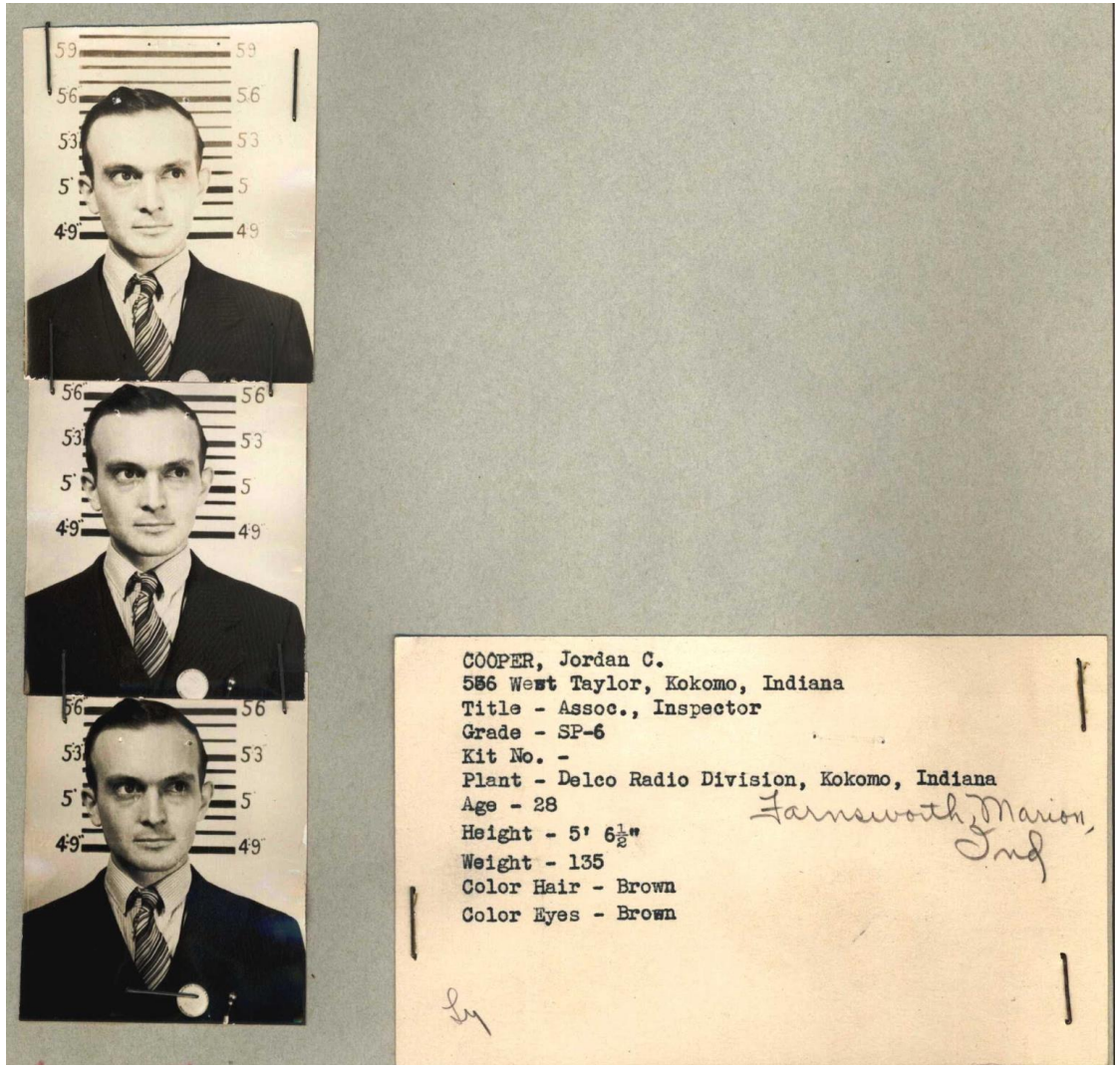
I AFFIRM THAT I HAVE VERIFIED ABOVE ANSWERS AND THAT THEY ARE TRUE. Stanley Frank Musial (Registrant's signature)

D. S. S. Form 1 (Revised 1-1-42) (over) ☆ GPO 10—21630-1

NATIONAL ARCHIVES

Research Services

Civilian Personnel Records



COOPER, Jordan C.
556 West Taylor, Kokomo, Indiana
Title - Assoc., Inspector
Grade - SP-6
Kit No. -
Plant - Delco Radio Division, Kokomo, Indiana
Age - 28
Height - 5' 6½"
Weight - 135
Color Hair - Brown
Color Eyes - Brown

Farnsworth, Marion, Ind

by

Civilian Personnel Records

Archival records date from the mid-nineteenth century through 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 1952 to the present

- In the custody of the agency that created the record
- The National Personnel Records Center has physical custody of the records
- Records may be requested by the public under the FOIA and some information may be restricted under the FOIA's exemptions
- Information is protected by the Privacy Act of 1974

NATIONAL ARCHIVES
Research Services

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
- Library of Congress

Sub - Agencies

US Soldiers' Home, 1917-1951
US Coast Guard, 1864-1951
Administrative Offices of the US Courts, 1939-1951
American Battle Monuments Commission, 1925-1951
Bureau of American Ethnology, 1882-1951
Astrophysical Observatory, 1882-1951
Atomic Energy Commission, 1947-1951
Bureau of the Budget, 1921-1951
Canal Zone Biological Area, 1940-1951
Central Bureau of Planning and Statistics, 1918-1919
Central Statistical Board, 1933-1940
Civil Aeronautics Authority, 1938-1940
Civil Aeronautics Board, 1940-1951
Civil Service Commission, 1883-1951
Colonial Mica Corporation, 1942-1947
US Commercial Company, 1942-1948
Commission of Fine Arts, 1925-1951
Commission on Renovation of the Executive Mansion, 1949-1951
US Conciliation Service, 1941-1947
Copper Recovery Corporation, 1942-1943
Defense Communications Board, 1940-1947
Defense Home Corporation, 1940-1948
Division of Defense Housing Coordination, 1940-1942
Office of Defense Mobilization, 1950-1951
Defense Plant Corporation, 1940-1945
Defense Production Administration, 1951
Defense Supplies Corporation, 1940-1945
Defense Transportation Administration, 1950-1951
Disaster Loan Corporation, 1937-1945

Disaster Loan Corporation, 1937-1945
Displaced Persons Commission, 1948-1951
District of Columbia Juvenile Court, 1938-1951
District of Columbia Redevelopment Land Agency, 1946-1951
Council of Economic Advisors, 1946-1951
Economic Cooperation Administration, 1948-1951
Economic Stabilization Agency, 1950-1951
Bureau of Efficiency, 1916-1933
Electric Home and Farm Authority, 1934-1942
Executive Office of the President, 1939-1951
Export-Import Bank of Washington, 1934-1951
Federal Aviation Commission, 1934-1935
Federal Civil Defense Administration, 1950-1951
Federal Communication Commission, 1934-1951
Federal Coordinator of Transportation, 1933-1936
Federal Deposit Insurance Corporation, 1933-1951
Federal Home Loan Bank Administration, 1942-1947
Federal Home Loan Bank Board, 1932-1942
Federal Housing Administration, 1934-1951
Federal Mediation and Conciliation Service, 1947-1951
Federal National Mortgage Association, 1938-1951
Federal Power Commission, 1920-1951
Federal Public Housing Authority, 1942-1947
Federal Radio Commission, 1927-1934
Federal Savings and Loan Insurance Corporation, 1934-1951

Civilian Personnel Files

Record Types Include:

- Official Personnel Folders (OPF)
- Service Record Cards (SRC)

Civilian Personnel Files

Official Personnel Files May Contain:

- Applications
- Oaths of Office
- Correspondence
- Appraisals
- Leave and Pay information
- Letters of recommendation/protests
- Changes in work status
- Photographs

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BALTIMORE, MD.

ommerce and Lab
USE SERVICE

FIFTH DISTRICT

Cape Henry











Case of a
2nd asst Ke
ht Statio
in the.

pondence
date.
ccount

h 28, 1924)

General Customs Regulations of 1874,
Arts. 1023, 1024, and 1151.

Cat. No. 318 b.

OATH OF OFFICE.

Rev. Stats. of the U. S., § 2616.

I, John Tyler, Jr., , having been appointed an Inspector of Customs

do solemnly Swear that I will diligently and faithfully execute the duties of the said office, and that I will use the best of my

PERSONAL HISTORY

tement to be prepared by appointee in his own h

General Land Office.

Ministre Johnson

Colorado, 1st (State and Congressional District) Denver, (County) Denver, (City or town)

a, (Foreign country) Clarke, (City or town) When born? Nov. 4, 1872. (Date)

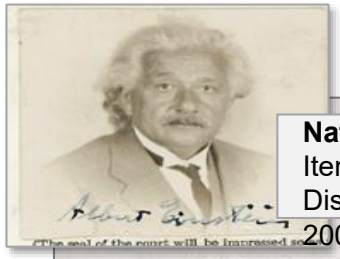
lized or alien —

and race by check, thus: ✓

MARITAL CONDITION				RACE. (If other, state which)		
le	Married ✓	Divorced	Widowed	White ✓	Colored	

civil service for the United States Government:

ACE OF	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
Treas. Department								



National Archives Identifier 596270
Item from Record Group 21: Records of District Courts of the United States, 1685–2004

Albert Einstein

I, Albert Einstein., do solemnly swear
(or affirm) that I have read and understand the foregoing; that I do not advocate the over-
ed 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

Albert Einstein
(Signature of employee)

is 8th day of September, A. D. 19 43

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

August 2nd, 1939

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

Sir:

Some recent work by E.Fermi and L. Szilard, which has been communicated to me in manuscri[illegible] to expect that the element uranium may be turned into a ne[illegible] mediate future. Certain asp[illegible] to call for watchfulness and, if necessary, quick action on the part of the Administration. I believe therefore that it is my duty to bring to your attention the following facts and recommendations:

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

The development of bombs and underwater weapons can be facilitated by the theoretical investigation of explosions. The mathematical difficulties are very great and require the services of specialists in applied mathematics and physics. (Renewal of existing contract)

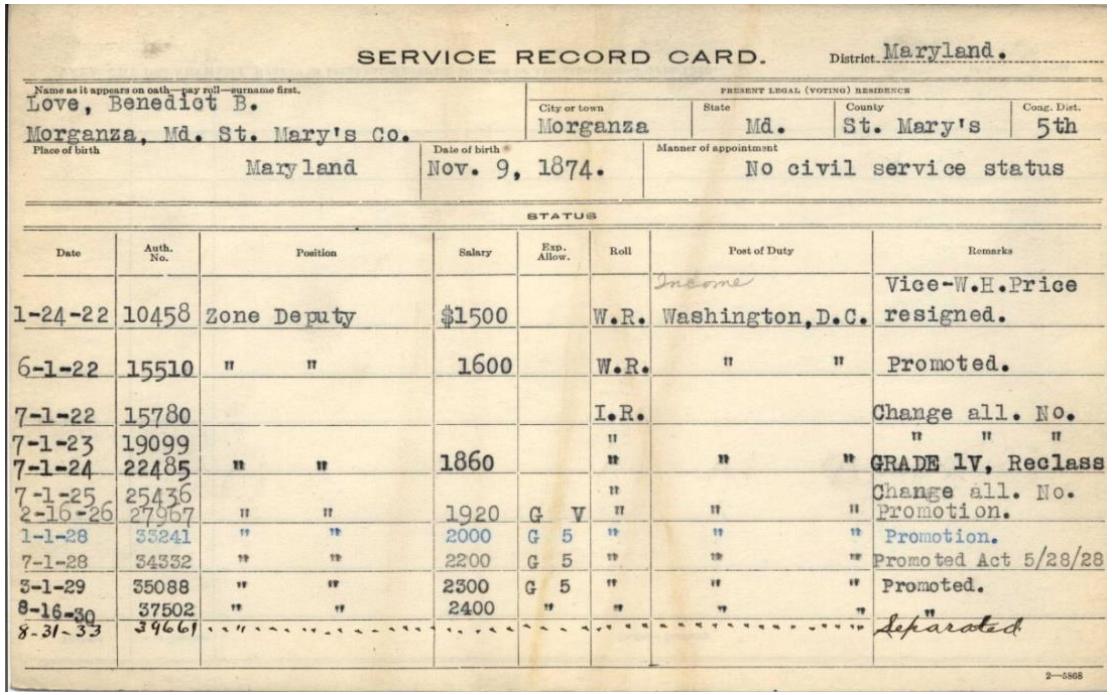
from the Czechoslovakian mines which she has taken over. That she should have taken such early action might perhaps be understood on the ground that the son of the German Under-Secretary of State, von Weizsäcker, is attached to the Kaiser-Wilhelm-Institut in Berlin where some of the American work on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

Yours very truly,
A. Einstein
(Albert Einstein)

Apparently von Neumann has got Einstein interested in several of the problems connected with shaped charges. - Einstein attended an all-day conference that Buchard held about six weeks ago those interested in plastic stains, at [illegible] time there was considerable talk [illegible] all types of shock waves.

Service Record Cards (SRCs)

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



SERVICE RECORD CARD. District Maryland.

Name as it appears on oath—pay roll—surname first.
Love, Benedict B.
Morganza, Md. St. Mary's Co.

PRESENT LEGAL (VOTING) RESIDENCE

City or town	State	County	Cong. Dist.
Morganza	Md.	St. Mary's	5th

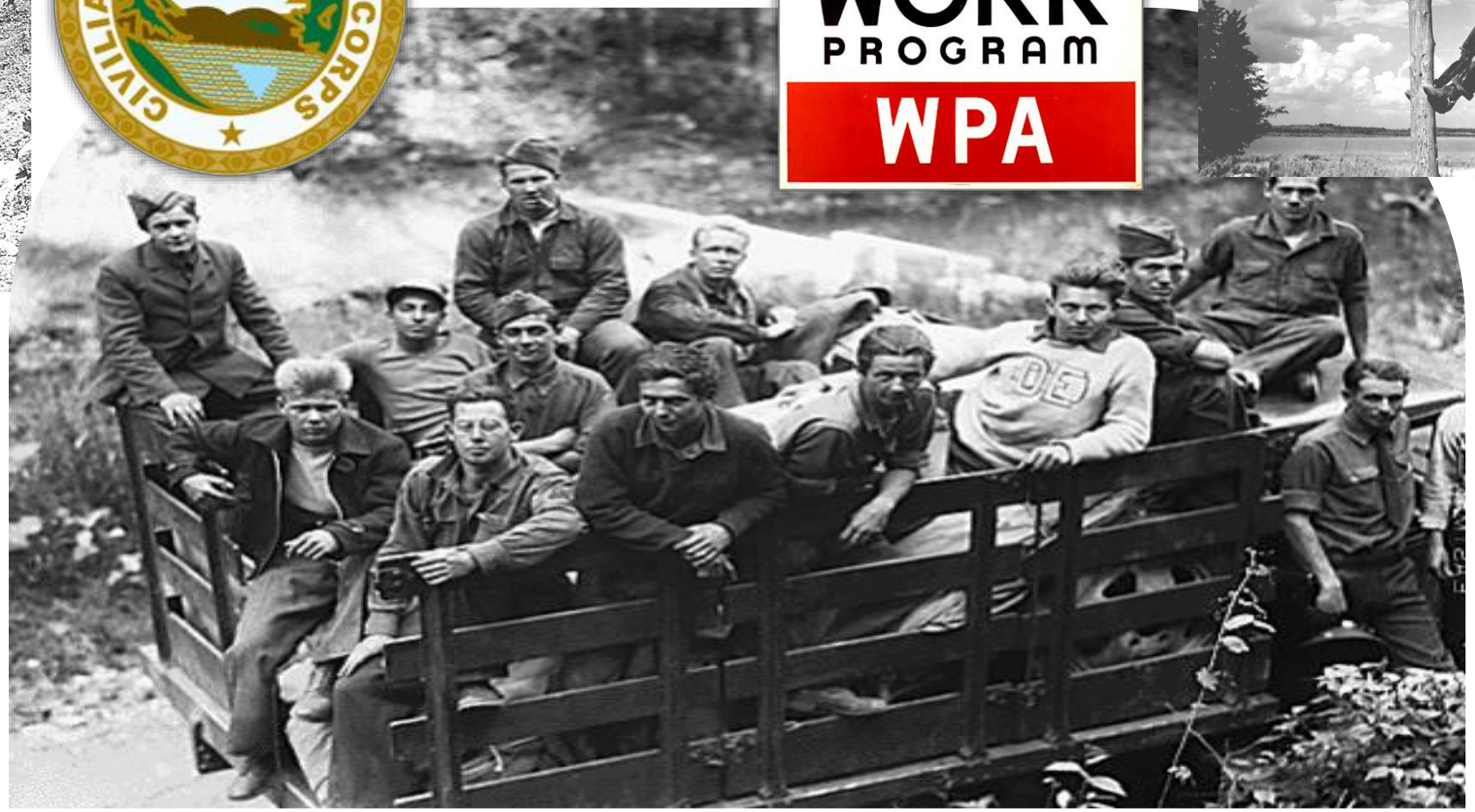
Place of birth: Maryland
Date of birth: Nov. 9, 1874.
Manner of appointment: No civil service status

STATUS

Date	Auth. No.	Position	Salary	Exp. Allow.	Roll	Post of Duty	Remarks
						Income	Vice-W.H.Price
1-24-22	10458	Zone Deputy	$1500		W.R.	Washington,D.C.	resigned.
6-1-22	15510	" "	1600		W.R.	" "	Promoted.
7-1-22	15780				I.R.		Change all. No.
7-1-23	19099				"		" " "
7-1-24	22485	" "	1860		"	" "	GRADE lV, Reclass
7-1-25	25436				"		Change all. No.
2-16-26	27967	" "	1920	G V	"	" "	Promotion.
1-1-28	33241	" "	2000	G 5	"	" "	Promotion.
7-1-28	34332	" "	2200	G 5	"	" "	Promoted Act 5/28/28
3-1-29	35088	" "	2300	G 5	"	" "	Promoted.
8-16-30	37502	" "	2400	"	"	" "	"
8-31-33	39661	" "				" "	Separated

2—5868

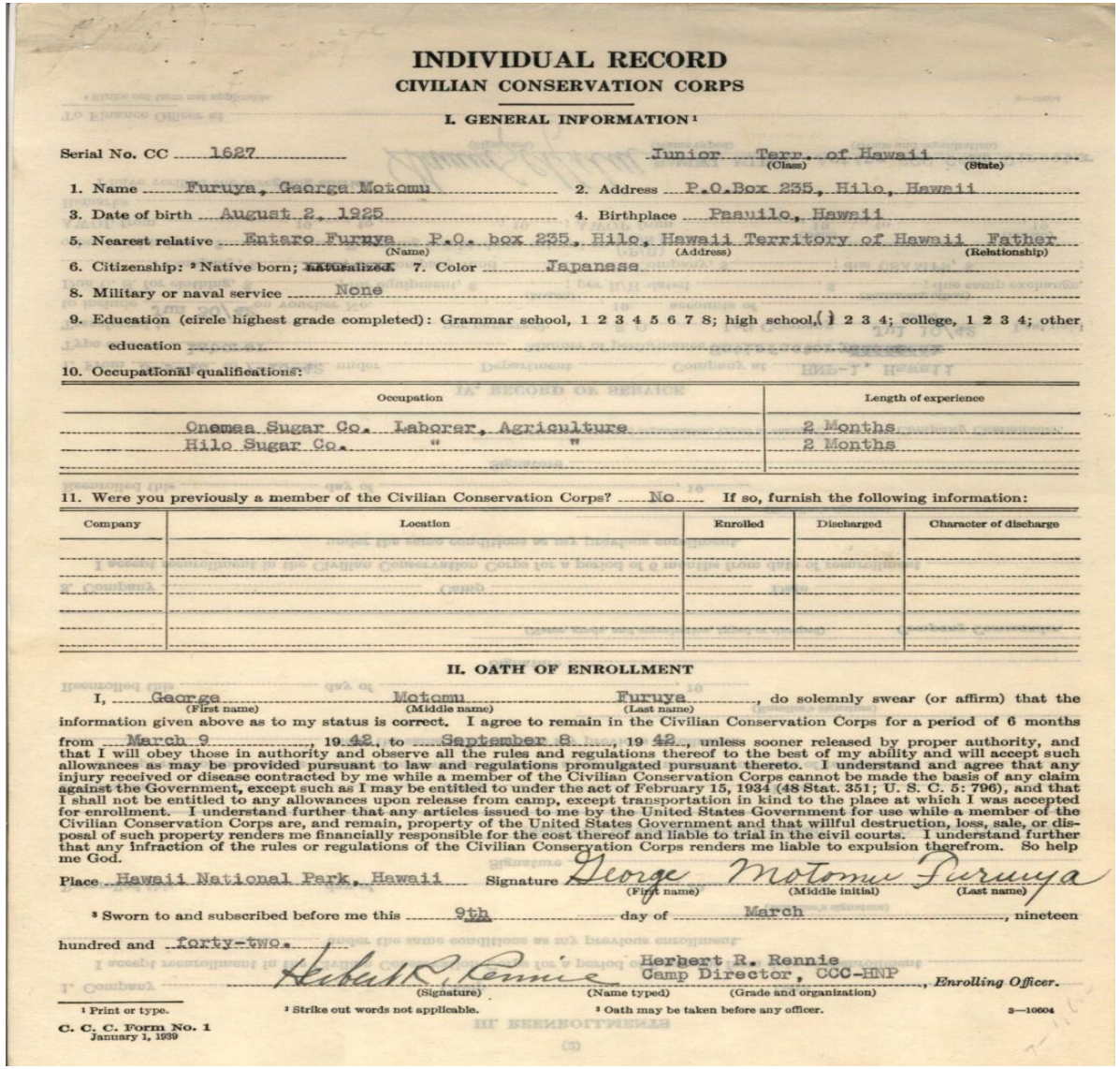






Also available are the records of the Civilian Conservation Corps and the Works Progress Administration

WPA Forms



INDIVIDUAL RECORD
CIVILIAN CONSERVATION CORPS

I. GENERAL INFORMATION[1]

Serial No. CC 1627 — Junior (Class) Terr. of Hawaii (State)

1. Name Furuya, George Motomu — 2. Address P.O.Box 235, Hilo, Hawaii
3. Date of birth August 2, 1925 — 4. Birthplace Pauuilo, Hawaii
5. Nearest relative Entaro Furuya (Name) P.O. box 235, Hilo, Hawaii Territory of Hawaii (Address) Father (Relationship)
6. Citizenship: [2] Native born; ~~Naturalized~~. 7. Color Japanese
8. Military or naval service None
9. Education (circle highest grade completed): Grammar school, 1 2 3 4 5 6 7 8; high school, ( ) 2 3 4; college, 1 2 3 4; other education
10. Occupational qualifications:

Occupation	Length of experience
Onomea Sugar Co. Laborer, Agriculture	2 Months
Hilo Sugar Co. " "	2 Months

11. Were you previously a member of the Civilian Conservation Corps? No If so, furnish the following information:

Company	Location	Enrolled	Discharged	Character of discharge

II. OATH OF ENROLLMENT

I, George (First name) Motomu (Middle name) Furuya (Last name), do solemnly swear (or affirm) that the information given above as to my status is correct. I agree to remain in the Civilian Conservation Corps for a period of 6 months from March 9, 19 42, to September 8, 19 42, unless sooner released by proper authority, and that I will obey those in authority and observe all the rules and regulations thereof to the best of my ability and will accept such allowances as may be provided pursuant to law and regulations promulgated pursuant thereto. I understand and agree that any injury received or disease contracted by me while a member of the Civilian Conservation Corps cannot be made the basis of any claim against the Government, except such as I may be entitled to under the act of February 15, 1934 (48 Stat. 351; U. S. C. 5: 796), and that I shall not be entitled to any allowances upon release from camp, except transportation in kind to the place at which I was accepted for enrollment. I understand further that any articles issued to me by the United States Government for use while a member of the Civilian Conservation Corps are, and remain, property of the United States Government and that willful destruction, loss, sale, or disposal of such property renders me financially responsible for the cost thereof and liable to trial in the civil courts. I understand further that any infraction of the rules or regulations of the Civilian Conservation Corps renders me liable to expulsion therefrom. So help me God.

Place Hawaii National Park, Hawaii Signature George (First name) Motomu (Middle initial) Furuya (Last name)

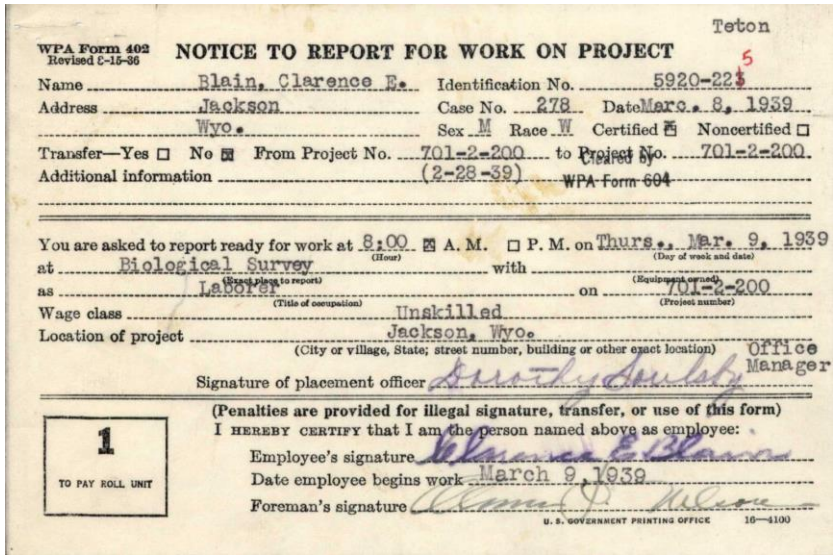
[3] Sworn to and subscribed before me this 9th day of March, nineteen hundred and forty-two.

Herbert R. Rennie (Signature) Herbert R. Rennie (Name typed) Camp Director, CCC-HNP (Grade and organization), *Enrolling Officer.*

[1] Print or type. [2] Strike out words not applicable. [3] Oath may be taken before any officer.

C. C. C. Form No. 1
January 1, 1939 — 3—10604

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



WPA Form 402
Revised 8-15-36

NOTICE TO REPORT FOR WORK ON PROJECT

Teton 5

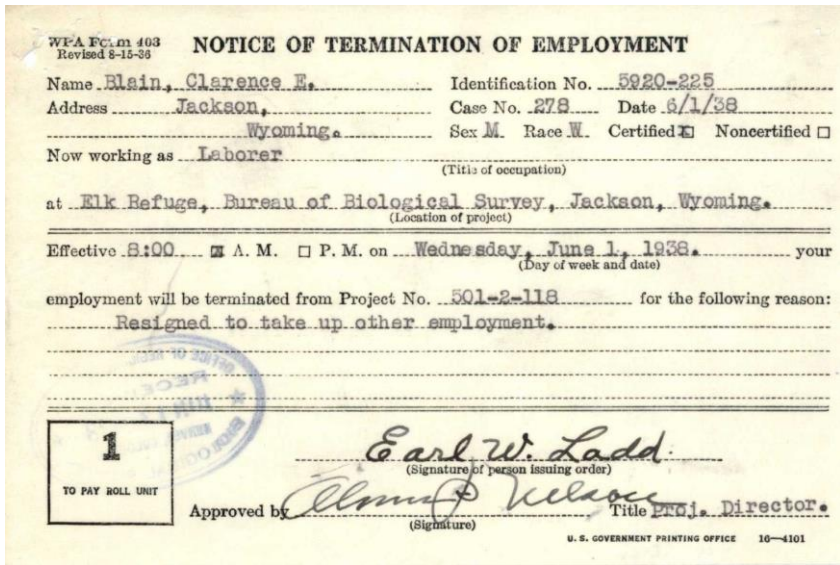
Name Blain, Clarence E. — Identification No. 5920-225
Address Jackson — Case No. 278 — Date Mar. 8, 1939
Wyo. — Sex M Race W Certified ☒ Noncertified ☐
Transfer—Yes ☐ No ☒ From Project No. 701-2-200 to Project No. 701-2-200.
Additional information (2-28-39) — Cleared by WPA Form 604

You are asked to report ready for work at 8:00 (Hour) ☒ A. M. ☐ P. M. on Thurs., Mar. 9, 1939 (Day of week and date)
at Biological Survey (Exact place to report) with (Equipment owned)
as Laborer (Title of occupation) on 701-2-200 (Project number)
Wage class Unskilled
Location of project Jackson, Wyo. (City or village, State; street number, building or other exact location)
Signature of placement officer Dorothy Lemley Office Manager

(Penalties are provided for illegal signature, transfer, or use of this form)
I HEREBY CERTIFY that I am the person named above as employee:
Employee's signature Clarence E Blain
Date employee begins work March 9, 1939
Foreman's signature Elmer P. Wilson

1 TO PAY ROLL UNIT

U. S. GOVERNMENT PRINTING OFFICE 16—4100



WPA Form 403
Revised 8-15-36

NOTICE OF TERMINATION OF EMPLOYMENT

Name Blain, Clarence E. — Identification No. 5920-225
Address Jackson, — Case No. 278 — Date 5/1/38
Wyoming. — Sex M. Race W. Certified ☒ Noncertified ☐
Now working as Laborer (Title of occupation)
at Elk Refuge, Bureau of Biological Survey, Jackson, Wyoming. (Location of project)

Effective 8:00 ☒ A. M. ☐ P. M. on Wednesday, June 1, 1938. (Day of week and date) your employment will be terminated from Project No. 501-2-118 for the following reason:
Resigned to take up other employment.

1 TO PAY ROLL UNIT

Earl W. Ladd (Signature of person issuing order)
Approved by Elmer P. Wilson (Signature) Title Proj. Director.

U. S. GOVERNMENT PRINTING OFFICE 16—4101

How to request records:

What information is needed to request an OMPF or auxiliary personnel records:

- Veteran's complete name as used in service
- Service number
- Branch of service
- Date and place of birth
- Dates of service

How to request records

What information is needed to request an OPF:

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

Requesting Records Remotely

Email stl.archives@nara.gov

Provide the individual's details and the record group you are interested in. For example:

Your individual died in service during World War II. You may want to request an OMPF and an Individual Deceased Personnel File (IDPF).

You may also write in to our P.O. Box with your request:

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

Onsite Research

Location:

1 Archives Drive

St. Louis, MO 63138



Public Hours:

Monday–Friday, (9 a.m.–4 p.m. CT)

Contact Information:

(314) 801-0850

Stlarr.archives@nara.gov

NATIONAL ARCHIVES

Research Services

Questions and Answers

Theresa Fitzgerald

Theresa.Fitzgerald@nara.gov

Questions



Jay Trainer

Chief Operating Officer

Thank you for your service!



National Archives Identifier 174678970