

NPRC Overview



Mr. Kevin Pratt
Assistant Director for
Military Records

NPRC Vital Statistics



- Holdings: Over 4 million cubic feet of military and civilian personnel, medical and related records in textual and micrographic formats in two separate facilities in the St. Louis metropolitan area
- Staffing: ~ 820 employees
 - ~720 Archives Drive
 - ✦ ~650 Records Center (Agency Services – revolving fund)
 - ✦ ~70 Archival & Preservation (Research Services – appropriated)
 - ~100 Civilian facility (Agency Services – revolving fund)

NPRC Vital Statistics



- **Production: Respond to > 1.5 million requests per year (Correspondence and Loan & Transfers (L&Ts))**
- **Performance Goals (FY 17 YTD):**
 - Respond to 95% of L&Ts in \leq five days (96.5%)
 - Respond to 90% of Separation Document requests in \leq ten days (93.91%)
 - Respond to 90% of Freedom of Information Act (FOIA) requests in \leq twenty days (100%)

NPRC Military Holdings Overview



- Official Military Personnel Folders (OMPF) including the Service Treatment Record (includes outpatient, dental and mental health treatment).
- Clinical (hospital inpatient) records created for military personnel while on active duty.
- Medical treatment records for military retirees, dependents, and others created at military medical treatment facilities (includes inpatient, outpatient, dental, and mental health treatment).

Military Personnel Records at NPRC



- Air Force 1947-2004
 - Records from 1947-1963 (Hubbard – Z) were impacted by fire
- Army 1912-2002
 - Records from 1912-1959 were impacted by fire
- Coast Guard 1898-2008
- Marine Corps 1905-1998
- Navy 1886-1994

What's in an OMPF?



- The OMPF documents the individual's military service:
 - Date & type of enlistment/appointment
 - Duty stations & assignments
 - Training & qualifications
 - Performance reports
 - Awards & decorations received
 - Insurance/emergency contact data
 - Administrative remarks
 - Non-judicial disciplinary actions (e.g., Article 15; Letter of Counseling/Reprimand)
 - Date & type of separation/discharge/retirement (including DD Form 214, Report of Separation or equivalent) May also contain birth certificates, marriage certificates, divorce decrees, letters & photographs

DETAILED INFORMATION ABOUT A VETERAN'S PARTICIPATION IN BATTLES AND MILITARY ENGAGEMENTS IS NOT CONTAINED IN THE OMPF

Location of Medical Records



- **NPRC**
 - Army 1912 – 1992
 - Navy 1885 – 1994
 - Marine Corps 1905 – 1994
 - Air Force 1947 – 1994
 - Coast Guard – 1898 – 1998
- **VA Records Management Center**
 - All branches of the military after the date listed above unless a claim was filed by the veteran through January 2014
- **Service Departments**
 - After January 2014

Medical Records



- **Outpatient Records**
 - Physical Exams
 - Summary of inpatient treatments
 - Outpatient narratives
 - Shot Records
 - Dental Records
- **Inpatient Records**
 - Detailed records of hospital stay
 - Filed by medical facility, year of treatment and patient's name, Social Security Number, Service Number

Archival OMPF



- All OMPFs become public, archival records 62 years to the day from when the veteran retired, separated or was killed in service
- This is a rolling date...
 - $(62 - \text{Today's date}) = 1955$
- Any record with this date of retirement, separation or KIA or EARLIER is a public archival record
 - Anyone can request & review or purchase a copy (subject to Freedom of Information Act (FOIA) Privacy Screening requirements)
 - If a record is newer than the current archival date, it has limited access
 - ✦ Veteran, Next-of-Kin, military service department, law enforcement

Access to Archival Records



- Fees are required (may be waived for benefit-related requests)
 - Five pages or less - \$25
 - Six pages or more - \$70
 - Persons of Exceptional Prominence \$0.80 per page (\$20 minimum)
- No records reconstruction (exceptions for benefit-related requests)
- Policies consistent with all other records transferred to the National Archives including Civil War records

NPRC Archival Holdings Overview



- 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 (1917 – 1976)
- Deceased Veterans Claim Files (Inactive [XCs]) (1898-1945)
- Individual Deceased Personnel Files
- Various Army & Air Force Morning Reports, Rolls & Rosters
- Pay Vouchers (Army & Air Force)
- Philippine Army and Guerrilla Records

Records Not at NPRC



- Records of veterans who have been discharged, retired or died in service since 1995 (Navy), 1999 (Marine Corps), or 2005 (Air Force) are electronic and managed by the military service personnel commands. Records for Army veterans remain accessible to NPRC technicians.
- Service Treatment Records (active duty health records) starting in mid-1990s go directly to VA.
- National Guard records are held by Adjutant General of state in which service was provided.

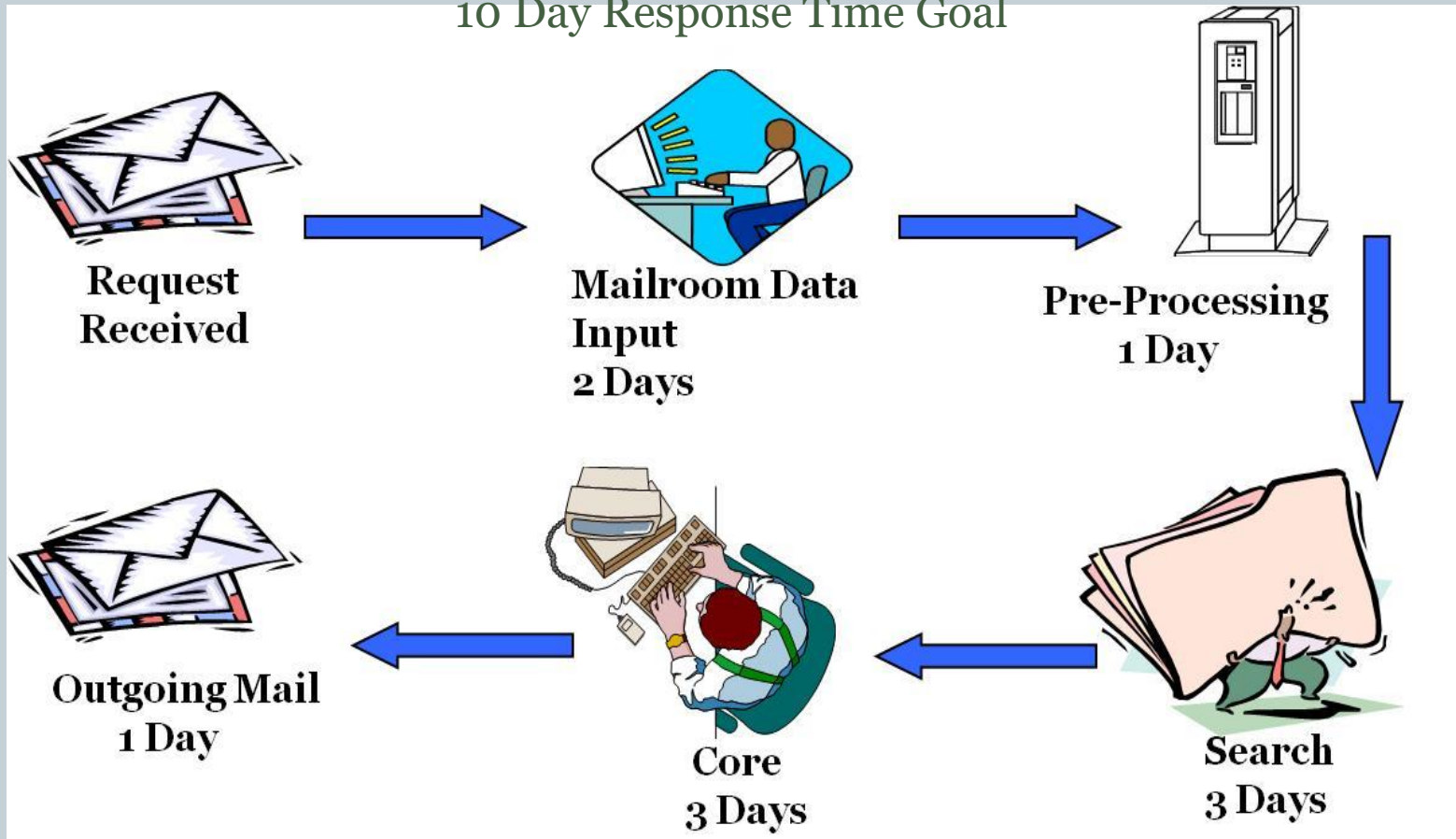
Records Not at NPRC



- Records of soldiers currently on active duty and records of veterans who have separated but still have reserve status remain with military services.
- Pay records are held by Defense Finance and Accounting Service.

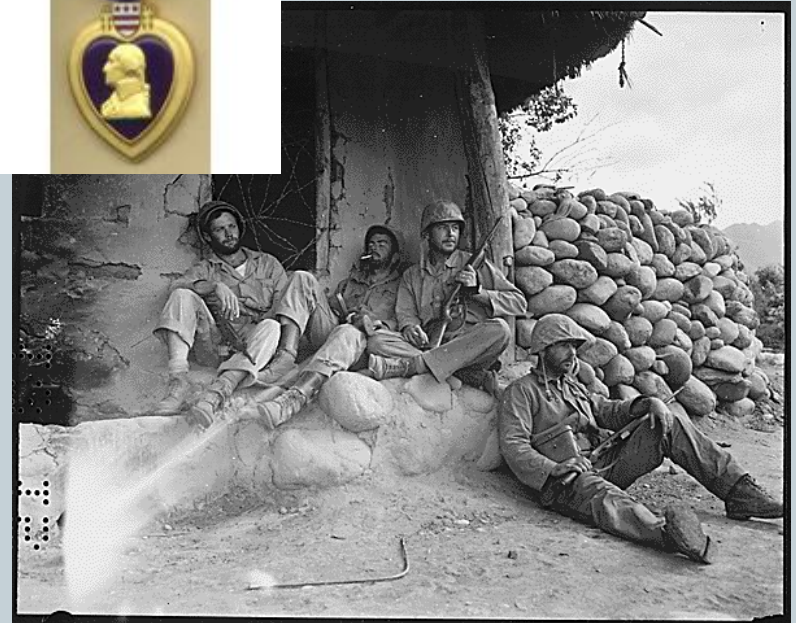
Military Correspondence Process Overview

10 Day Response Time Goal



Military Awards and Decorations

- 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





1973 FIRE

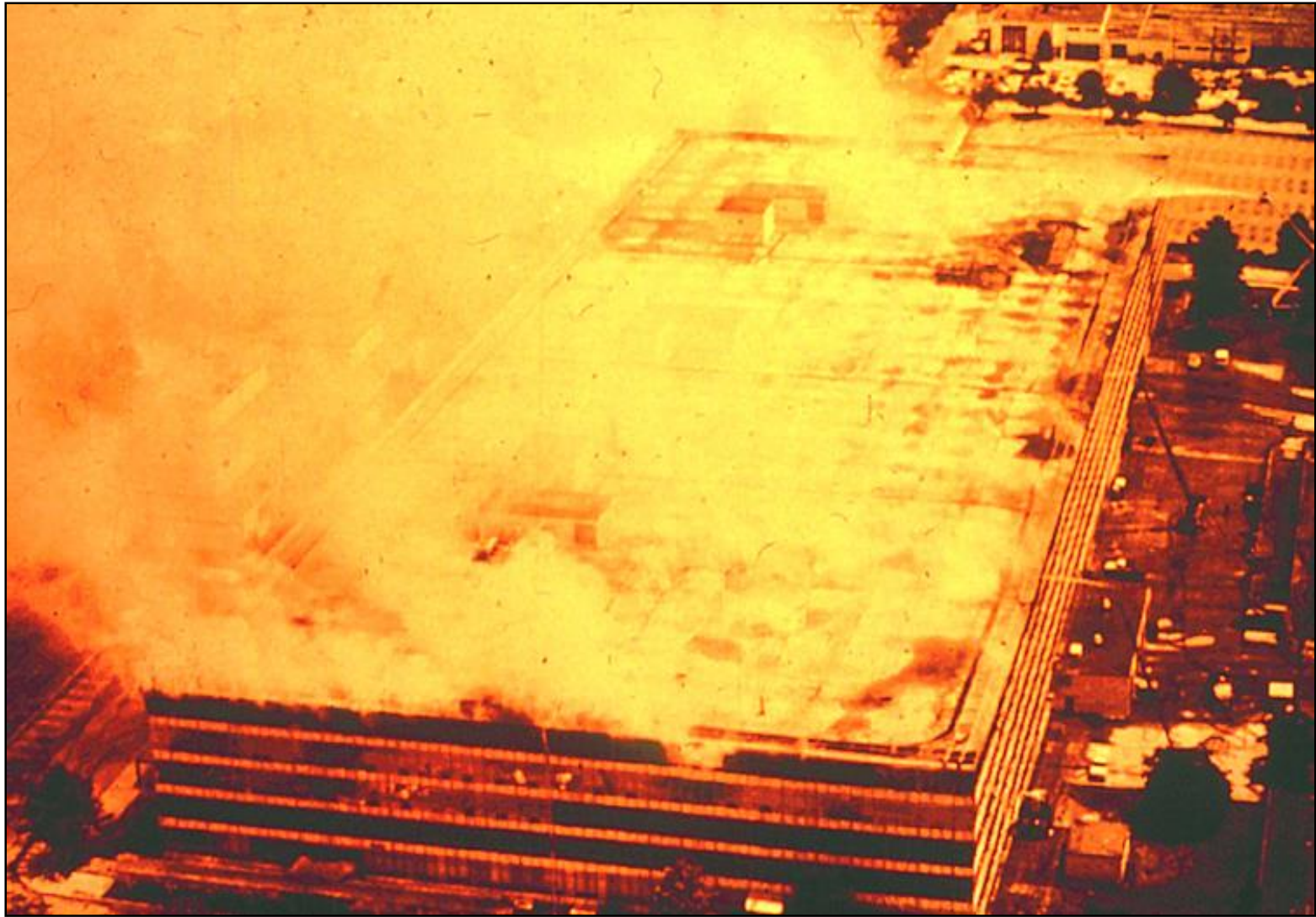
**16-18 million
OMPFs
destroyed**

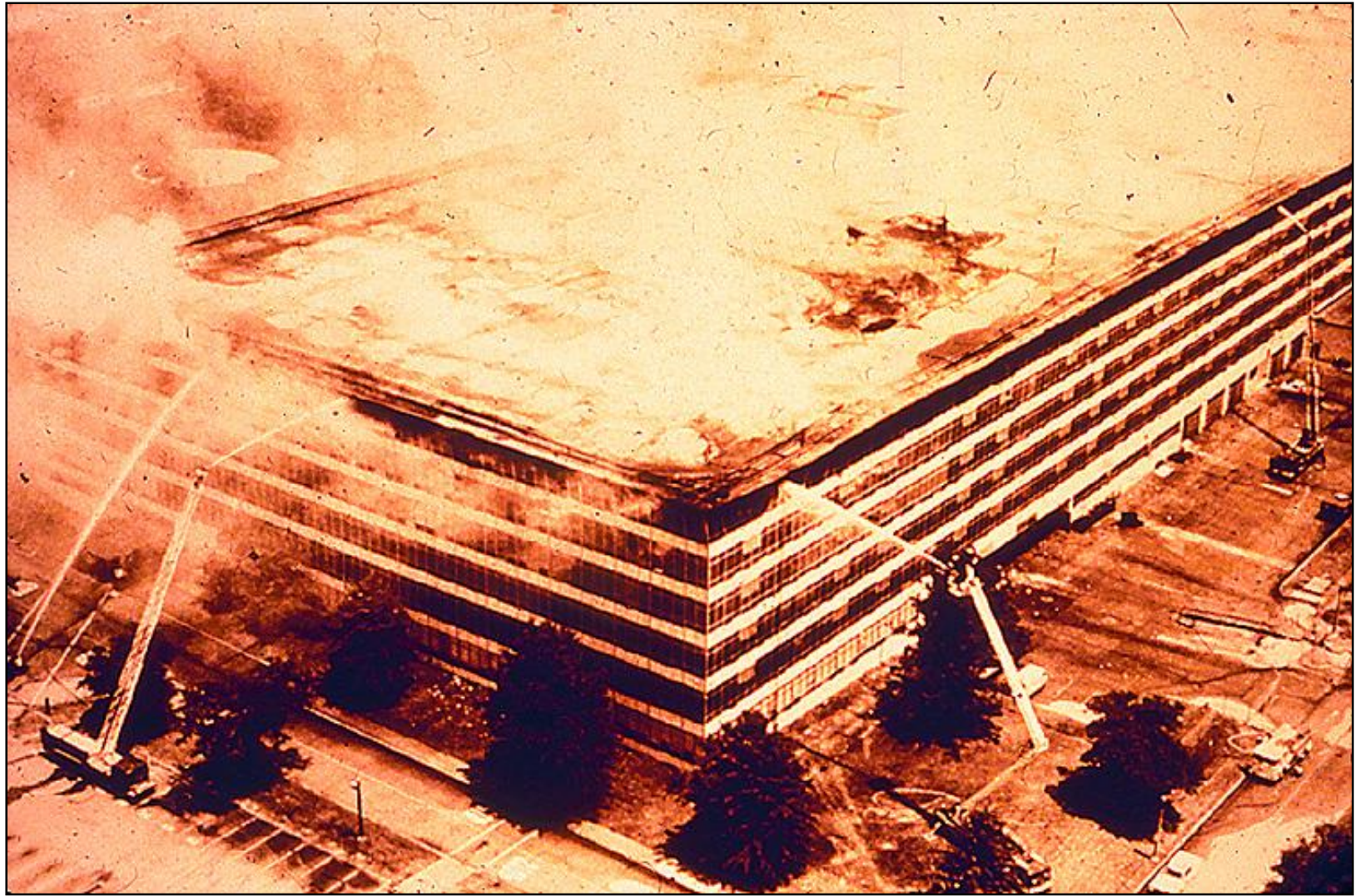
Army – 80% of Army
veterans discharged
between 1912 – 1960

Air Force - 75% of Air
Force veterans
discharged between
1947 – 1964 with last
names Hubbard-Z

- Alternate sources are used to reconstruct basic service data.
- Preservation technicians treat records salvaged from the fire.











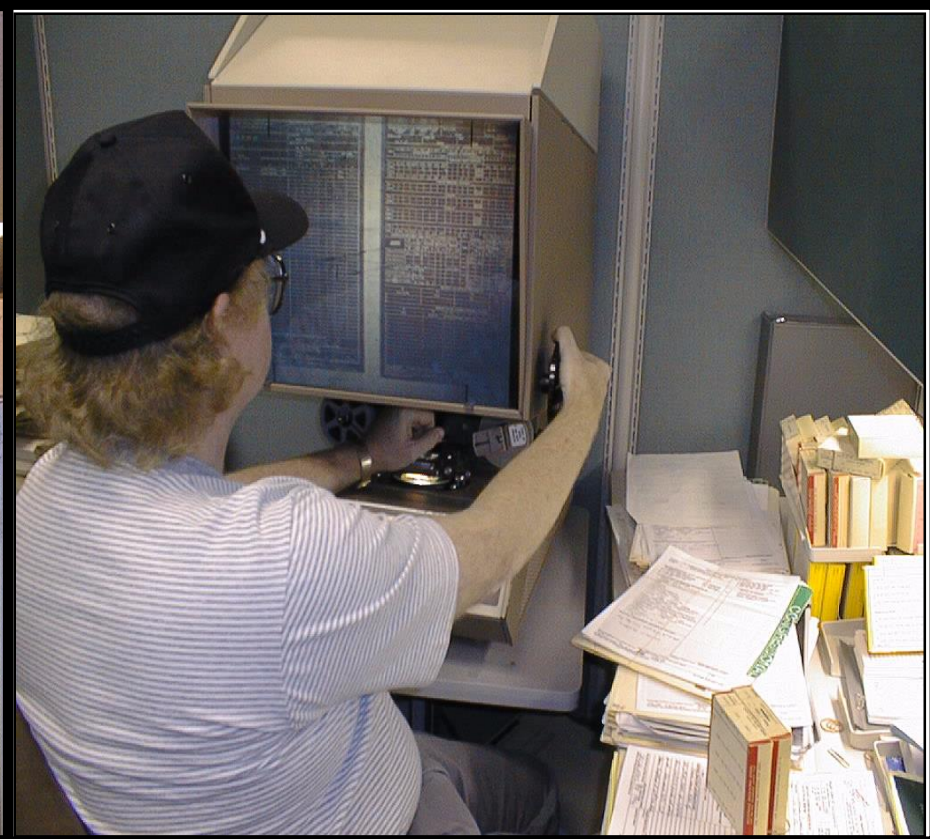




Auxiliary Files



Morning Reports



Record Reconstruction



- Auxiliary Records
 - Pay Vouchers
 - Morning Reports
- Veterans Administration
- State Archives
- Three teams still do reconstructions approximately 2000-3000 per week
- 5.7 million actions to reconstruct data completed to date resulting in the creation of “Reconstructed” records

United States of America



Certification of
Military Service

.....

This certifies that

Robert E. Brown
12 345 678

*was a member of the
from*

Regular Army
November 6, 1946

*to
Service was terminated by*

December 2, 1948
Honorable Discharge

*Last Grade, Rank, or Rating
Active Service Dates*

Private
Same as above

.....

Given at St. Louis, Missouri, on October 30, 1998

National Personnel Records Center
(Military Personnel Records)
National Archives and Records Administration

THE ARCHIVIST OF THE UNITED STATES IS THE PHYSICAL CUSTODIAN OF THIS PERSON'S MILITARY RECORD.
(This Certification of Military Service is issued in the absence of a copy of the actual Report of Separation, or its equivalent. This document serves as verification of military service and may be used for any official purpose. Not valid without official seal.)

To Submit a Request



- Online at
<https://vetrecs.archives.gov/VeteranRequest/home.html>
- Fax or mail Standard Form 180
(<https://www.archives.gov/files/research/order/standard-form-180.pdf>)
 - Fax: (314) 801-9195 or
 - Mail: National Personnel Records Center
1 Archives Drive
St. Louis, MO 63138

Additional Support



- Customer Service Line (314) 801-0800
- Dedicated Congressional Line (314) 801-0816
- Priority handling of requests
- Customer Emergency Response Team
 - Process most critical cases in the Center
 - Special workflow and resources
 - Coordinate with Service Department and VA
 - Work hand-in-hand with Customer Service Team

Additional Resources



Contact me with any questions, issues or concerns

- Kevin Pratt, (314) 801-0582, kevin.pratt@nara.gov

NPRC



QUESTIONS?