

2

AD-A277 804



IDA DOCUMENT D-1485

HANDBOOK FOR RESEARCHING MISSING-IN-ACTION CASES: 1941 - 1960

DTIC
SELECTED
APR 05 1994
S B D

Caroline F. Ziemke
George W. Cully
Theophilos C. Gemelas

February 1994

Prepared for
Office of the Assistant Secretary of Defense
International Security Affairs

94-10104

55 pgs

Approved for public release; distribution unlimited.

DEFENSE INFORMATION CENTER



INSTITUTE FOR DEFENSE ANALYSES
1801 N. Beauregard Street, Alexandria, Virginia 22311-1772

94 4 4 044

DEFINITIONS

IDA publishes the following documents to report the results of its work.

Reports

Reports are the most authoritative and most carefully considered products IDA publishes. They normally embody results of major projects which (a) have a direct bearing on decisions affecting major programs, (b) address issues of significant concern to the Executive Branch, the Congress and/or the public, or (c) address issues that have significant economic implications. IDA Reports are reviewed by outside panels of experts to ensure their high quality and relevance to the problems studied, and they are released by the President of IDA.

Group Reports

Group Reports record the findings and results of IDA established working groups and panels composed of senior individuals addressing major issues which otherwise would be the subject of an IDA Report. IDA Group Reports are reviewed by the senior individuals responsible for the project and others as selected by IDA to ensure their high quality and relevance to the problems studied, and are released by the President of IDA.

Papers

Papers, also authoritative and carefully considered products of IDA, address studies that are narrower in scope than those covered in Reports. IDA Papers are reviewed to ensure that they meet the high standards expected of refereed papers in professional journals or formal Agency reports.

Documents

IDA Documents are used for the convenience of the sponsors or the analysts (a) to record substantive work done in quick reaction studies, (b) to record the proceedings of conferences and meetings, (c) to make available preliminary and tentative results of analyses, (d) to record data developed in the course of an investigation, or (e) to forward information that is essentially unanalyzed and unevaluated. The review of IDA Documents is suited to their content and intended use.

The work reported in this document was conducted under contract MDA 963 89 C 0003 for the Department of Defense. The publication of this IDA document does not indicate endorsement by the Department of Defense, nor should the contents be construed as reflecting the official position of that Agency.

Accession For	
NTIS GRA&I	<input checked="" type="checkbox"/>
DTIC TAB	<input type="checkbox"/>
Unannounced	<input type="checkbox"/>
Justification	
By	
Distribution	
Availability Codes	
Dist	Avail and/or Special
A-1	

REPORT DOCUMENTATION PAGE

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22203-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.

1. AGENCY USE ONLY (Leave blank)		2. REPORT DATE February 1994	3. REPORT TYPE AND DATES COVERED FINAL	
4. TITLE AND SUBTITLE Handbook for Researching Missing-In-Action Cases: 1941-1960			5. FUNDING NUMBERS C-MDA 903 89C 0003 T-K6-1018	
6. AUTHOR(s) Caroline F. Ziemke, George W. Cully and Theophilos C. Gemelas				
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) Institute for Defense Analyses 1801 N. Beauregard Street Alexandria, Virginia 22311-1772			8. PERFORMING ORGANIZATION REPORT NUMBER IDA Document D-1485	
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES) Office of the Assistant Secretary of Defense/ International Security Affairs/Deputy Assistant Secretary of Defense for POW/MIA Affairs 3100 Clarendon Boulevard Arlington, VA 22201			10. SPONSORING/MONITORING AGENCY REPORT NUMBER	
11. SUPPLEMENTARY NOTES				
12a. DISTRIBUTION/AVAILABILITY STATEMENT Approved for public release; distribution unlimited.			12b. DISTRIBUTION CODE	
13. ABSTRACT (Maximum 200 words) This handbook consists of a directory of National Archives and military repositories that contain holdings relevant to the investigation of missing-in-action cases dating from the period between 1941 and 1960. The facilities listed in this directory may contain information relative to missing-in-action cases from other periods, but there has been no attempt to duplicate the efforts of the POW/MIA Affairs office to compile information concerning the Southeast Asian War. For each facility, the handbook provides a description that includes the name, address, telephone number, and point of contact as well as a brief description of relevant holdings. There are three appendixes to the handbook: suggested research methodologies (Appendix A); a glossary of commonly encountered acronyms (Appendix B); and a chronological list of MIA-related directives from the War Department issued between 1942 and 1947 (Appendix C).				
14. SUBJECT TERMS Prisoners-of-War, Missing-in-Action, Killed-in-Action, World War II, National Archives and Records Administration			15. NUMBER OF PAGES 64	
			16. PRICE CODE	
17. SECURITY CLASSIFICATION OF REPORT UNCLASSIFIED	18. SECURITY CLASSIFICATION OF THIS PAGE UNCLASSIFIED	19. SECURITY CLASSIFICATION OF ABSTRACT UNCLASSIFIED	20. LIMITATION OF ABSTRACT SAR	

IDA DOCUMENT D-1485

HANDBOOK FOR RESEARCHING MISSING-IN-ACTION CASES: 1941 - 1960

Caroline F. Ziemke
George W. Cully
Theophilos C. Gemelas

February 1994

Approved for public release; distribution unlimited.



INSTITUTE FOR DEFENSE ANALYSES

Contract MDA 903 89 C 0003

Task T-K6-1018

PREFACE

This handbook is the product of work that the Institute for Defense Analyses (IDA) performed for the Office of the Assistant Secretary of Defense/International Security Affairs (ASD/ISA)/Deputy Assistant Secretary of Defense (DASD) for POW/MIA Affairs under the task entitled "Handbook for Researching POW/MIA Cases." IDA supported the DASD for POW/MIA Affairs by producing a directory of the National Archives and military repositories of materials that might be of use in researching the fates of servicemen designated "missing in action" or "missing in action-body not recovered" between the beginning of World War II and 1960. The facilities listed in this directory may contain information relative to the status of servicemen still carried on the rolls of missing in action from the Vietnam War, but there has been no attempt to duplicate the efforts of the Joint Task Force/Full Accounting (formerly the Joint Casualty Resolution Center) to account for Americans still missing and unaccounted for from the Vietnam War.

For each facility listed in the handbook, there is a description that includes the name, address, telephone number, and point of contact (where appropriate). In most cases, the descriptions also include information concerning access to holdings, hours of operation, and available patron services. Finally, each collection's holdings are described with an emphasis on those records that are most relevant to MIA research.

There are also three appendixes to this handbook. Appendix A contains two suggested search methodologies. The first describes how to go about researching an MIA case in which the name of the missing service member is known. The second methodology describes how to approach cases in which the identity of the service member is not known, as, for example, in the case of a crashed military aircraft containing remains. Appendix B provides a glossary of commonly encountered acronyms. Appendix C provides a chronological list of MIA-related directives from the War Department issued between 1942 and 1947. These directives provide guidance as to how the Services were to handle casualty, missing-in-action, and POW cases, and how those policies changed over the course of the Second World War.

TABLE OF CONTENTS

I. National Archives and Records Administration (NARA)	
A. NATIONAL ARCHIVES BUILDING AND SUTTLAND REFERENCE BRANCH	I-1
1. Mailing Addresses	I-1
2. Access	I-2
3. Services	I-3
4. Collection Description:	I-3
B. MATERIALS RELEVANT TO MIA RESEARCH	I-4
1. Textual Reference Division (NNR).....	I-4
a. Military Reference Branch (NNRM).....	I-4
b. Civil Reference Branch (NNRC).....	I-4
c. Suitland Reference Branch (NNRR).....	I-5
2. Nontextual Reference Division (NNS).....	I-5
a. Motion Picture, Sound & Video Branch (NNSM).....	I-5
b. Still Picture Branch (NNSP).....	I-6
3. Center for Legislative Archives (NSC).....	I-9
a. Archival Programs Branch (NSCA)	I-9
4. Center for Electronic Records (NSX).....	I-10
a. Archival Services Branch (NSXA).....	I-10
II. U.S. Air Force Repositories	
A. UNITED STATES AIR FORCE MILITARY PERSONNEL CENTER	II-1
1. Mailing Addresses	II-1
2. Access.....	II-1
3. Services	II-1
4. Collection Description.....	II-1
B. RECORDS MANAGEMENT POLICY BRANCH, POLICY DIVISION, DIRECTORATE OF INFORMATION MANAGEMENT	II-1
1. Mailing Addresses	II-1
2. Access.....	II-1
3. Services	II-2
4. Collection Description.....	II-2
C. UNITED STATES AIR FORCE/AIR MOBILITY COMMAND	II-2
1. Mailing Addresses	II-2
2. Access.....	II-2
3. Services	II-2
4. Collection Description.....	II-2

D. UNITED STATES AIR FORCE/AIR UNIVERSITY LIBRARY	II-3
1. Mailing Addresses	II-3
2. Access	II-3
3. Services	II-3
4. Collection Description	II-3
E. AIR FORCE HISTORICAL RESEARCH AGENCY	II-5
1. Mailing Addresses	II-5
2. Access	II-5
3. Services	II-5
4. Collection Description	II-5
F. AIR FORCE SAFETY AGENCY	II-10
1. Mailing Addresses	II-10
2. Access	II-10
3. Services	II-10
4. Collection Description	II-10
 III. U.S. Army Repositories	
A. U.S. ARMY AVIATION SYSTEMS COMMAND	III-1
1. Mailing Address	III-1
2. Access	III-1
3. Services	III-1
4. Collection Description	III-1
B. UNITED STATES ARMY/CASUALTY AND MEMORIAL AFFAIRS	III-2
1. Mailing Address	III-2
2. Access	III-2
3. Services	III-2
4. Collection Description	III-2
C. UNITED STATES ARMY MILITARY HISTORY INSTITUTE (USAMHI)	III-3
1. Mailing Address	III-3
2. Access	III-3
3. Services	III-3
4. Collection Description	III-4
 IV. U.S. Marine Corps Repositories	
A. UNITED STATES MARINE CORPS CASUALTY SECTION (MHP-10)	IV-1
1. Mailing Address	IV-1
2. Access	IV-1
3. Services	IV-1
4. Collection Description	IV-1
B. UNITED STATES MARINE CORPS HISTORICAL CENTER (USMCHC)	IV-2
1. Mailing Address	IV-2
2. Access	IV-2
3. Services	IV-2
4. Collection Description	IV-2

V. U.S. Navy Repositories

A. UNITED STATES NAVAL HISTORICAL CENTER.....	V-1
1. Mailing Addresses	V-1
2. Access.....	V-1
3. Services	V-1
4. Collection Description.....	V-1
B. UNITED STATES NAVY POW/MIA AFFAIRS (PERS-663)	V-2
1. Mailing Address.....	V-2
2. Access.....	V-2
3. Services	V-2
4. Collection Description.....	V-3
C. UNITED STATES NAVY NAVAL SAFETY CENTER	V-4
1. Mailing Address.....	V-4
2. Access.....	V-4
3. Services	V-4
4. Collection Description.....	V-4

APPENDIXES

- A. SEARCH METHODOLOGIES
- B. LISTING OF ACRONYMS
- C. MIA-RELATED DIRECTIVES - WAR DEPARTMENT, 1942-1947

I. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)¹

NARA is the official depository for records from the U.S. Army, Air Force, Coast Guard, Marine Corps, and Navy, as well as civilian agencies such as the Department of State. The records are housed in four locations: the National Archives Building, Washington, D.C., the Washington National Records Center (WNRC), Suitland, MD, the National Personnel Records Center, St. Louis, MO, and the Office of the National Archives (NNSC), Alexandria, VA.² The relevant records held at the National Archives Building and at Suitland, MD, represent approximately 250,000 cubic feet or 750 million pages of documents.

A. NATIONAL ARCHIVES BUILDING AND SUITLAND REFERENCE BRANCH

1. Mailing Addresses

Office of the National Archives
Military Reference Branch (NNRM)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(202) 501-5385

Office of the National Archives
Civil Reference Branch (NNRC)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(202) 501-5425

¹ NARA is currently building Archives II in College Park, Maryland. This facility will store 1 million cubic feet of records from Suitland, MD, Alexandria, VA, and the National Archives Building in Washington, DC. The 1.7 million square foot building at College Park will be the largest, most technically advanced archives in the world. Researchers planning to examine records from December 1993 through mid-1996 should contact the National Archives for information regarding the location of record groups of interest.

² The Presidential Libraries and NARA regional facilities are not included in this survey.

Office of the National Archives
Suitland Reference Branch (NNRR)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(301) 763-7410

Office of the National Archives
Motion Picture, Sound & Video Branch (NNSM)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(202) 501-5446

Office of the National Archives
Still Picture Branch (NNSP)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(202) 501-5455

Office of Special and Regional Archives
Center for Electronic Records (NSX)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(202) 501-5579

Office of Special and Regional Archives
Center for Legislative Archives (NSC)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(202) 501-5350

Office of the National Archives
Cartographic & Architectural Branch (NNSC)
Seventh & Pennsylvania Avenue, NW
Washington, DC 20408
(703) 756-6700

2. Access

The National Archives and Records Administration requires all researchers to register before access to archival material in the Central Research Room. Personal belongings are permitted in the room, but must be stored in lockers adjacent to the room. The NARA is open to the public and accessible to the physically challenged. The hours are, 0845-2130, Monday-Friday; 0900-1700, Saturday. Archivists are available Monday-Friday, 0845-1700, but information requests must be submitted before 1500. The NARA is closed on federal holidays.

The Suitland Reference Branch (NNRR) is located at the Washington National Records Center, 4205 Suitland Road, Suitland, MD. Research room regulations there are the same as those for the Central Research Room in Washington. Research hours are 0800-1615, Monday-Saturday, except legal holidays. It is strongly recommended that records be requested no later than 1300 Friday for use on Saturday. Requests for documents are pulled at 0915, 1115, 1315, and 1500. A shuttle bus is also available from the National Archives Building to the Washington National Records Center.

3. Services

The NARA collection of information contains a variety of documents. Records in the National Archives Building relating to military service are available for public examination and reproduction subject to restrictions imposed by the Archivist of the United States in accordance with 5 U.S.C. 552 and 44 U.S.C. 21204 on release of records containing information regarding national security, information exempted from disclosure by statute, and information which would invade the privacy of an individual.³ NARA personnel will assist walk-in researchers (appointments encouraged) and respond to unofficial written requests on specific issues within 2 to 4 weeks. Photocopy machines (\$.10/page) are available (mail request \$0.25/page).

4. Collection Description

Researchers are encouraged to review the *Guide to the National Archives of the United States*, published by NARA in 1987, since no universal finding aid for NARA exists.⁴ The most important means of finding and retrieving information at NARA is to consult archivists. For some collections of records, documents have been indexed by the originating office. For example, the American Red Cross, 1936-1946, indexed some of its files during that time period. But, in most cases, record groups have not been indexed because of the sheer volume of documents accessioned. However, to assist archivists and researchers, NARA publishes reference information papers, preliminary inventories, box and file title lists, and internal guides.

³ See *Regulations for the Public Use of Records in the National Archives*, General Information Leaflet No. 2 (Washington, D.C.: National Archives and Records Administration, 1991).

⁴ Also see *Directory of Military Personnel and Related Records* (St. Louis, MO: National Archives and Records Administration, 1990). For those researchers interested in the WWII period, NARA recommends reference information paper 80, compiled by Ben DeWitt and Jennifer Davis Heaps, *Records Relating to Personal Participation in World War II: American Prisoners of War and Civilian Internees* (Washington, D.C.: National Archives and Records Administration, 1992).

B. MATERIALS RELEVANT TO MIA RESEARCH

The NARA's collection relevant to MIA research is scattered throughout various record groups (RGs), some of which might be held in more than one archive collection (see following lists). This section lists current record groups where researchers might find information:⁵

1. Textual Reference Division (NNR)

a. Military Reference Branch (NNRM)

1. RG 18-Records of the Army Air Forces
2. RG 24-Records of the Bureau of Naval Personnel
3. RG 38-Records of the Office of the Chief of Naval Operations
4. RG 80-General Records of the Department of the Navy, 1798-1947
5. RG 92-Records of the Quartermaster General
6. RG 107-Records of the Office of the Secretary of War
7. RG 108-Records of the Headquarters of the Army
8. RG 127-Records of the U.S. Marine Corp
9. RG 153-Records of the Office of the Judge Advocate General (Army)
10. RG 165-Records of the War Department General and Special Staffs
11. RG 218-Records of the U.S. Joint Chiefs of Staff
12. RG 238-National Archives Collection of World War II Crimes Records
13. RG 319-Records of the Army Staff
14. RG 330-Records of the Office of the Secretary of Defense
15. RG 331-Records of Allied Operational Occupation Headquarters, World War II
16. RG 334-Records of Inter service Agencies
17. RG 342-Records of the U.S. Air Force Commands, Activities, and Organizations
18. RG 389-Records of the Office of the Provost Marshal General
20. RG 407-Records of the Adjutant General's Office, 1917-

b. Civil Reference Branch (NNRC)

1. RG 59-General Records of the Department of State
2. RG 200-National Archives Gift Collection

⁵ Researchers must keep in mind that NARA is constantly acquiring records.

c. Suitland Reference Branch (NNRR)

1. RG 18-Records of the Army Air Forces
2. RG 24-Records of the Bureau of Naval Personnel
3. RG 38-Records of the Office of the Chief of Naval Operations
4. RG 59-General Records of the Department of State
5. RG 92-Records of the Quartermaster General
6. RG 127-Records of the U.S. Marine Corp
7. RG 153-Records of the Office of the Judge Advocate General (Army)
8. RG 242-National Archives Collection of Foreign Records Seized
9. RG 165-Records of the War Department General and Special Staffs
10. RG 319-Records of the Army Staff
11. RG 330-Records of the Office of the Secretary of Defense
12. RG 331-Records of Allied Operational Occupation Headquarters, World War II
13. RG 332-Records of U.S. Theaters of War, WWII
14. RG 334-Records of Inter service Agencies
15. RG 340-Records of the Office of the Secretary of the Air Force
16. RG 342-Records of the U.S. Air Force Commands, Activities, and Organizations
17. RG 407-Records of the Adjutant General's Office, 1917-

2. Nontextual Reference Division (NNS)

a. Motion Picture, Sound & Video Branch (NNSM)

1. RG 18-Records of the Army Air Forces
2. RG 24-Records of the Bureau of Naval Personnel
3. RG 38-Records of the Office of the Chief of Naval Operations
4. RG 59-General Records of the Department of State
5. RG 80-General Records of the Department of the Navy, 1798-1947.
6. RG 107-Records of the Office of the Secretary of War
7. RG 127-Records of the U.S. Marine Corp
8. RG 153-Records of the Office of the Judge Advocate General (Army)
9. RG 165-Records of the War Department General and Special Staffs
10. RG 218-Records of the U.S. Joint Chiefs of Staff
11. RG 238-National Archives Collection of World War II Crimes Records
12. RG 242-National Archives Collection of Foreign Records Seized
13. RG 319-Records of the Army Staff

14. RG 330-Records of the Office of the Secretary of Defense
15. RG 331-Records of Allied Operational Occupation Headquarters, World War II
16. RG 334-Records of Inter service Agencies
17. RG 338-Records of the U.S. Army Commands
18. RG 342-Records of the U.S. Air Force Commands, Activities, and Organizations
19. RG 407-Records of the Adjutant General's Office, 1917-

b. Still Picture Branch (NNSP)

1. RG 18-Records of the Army Air Forces
2. RG 24-Records of the Bureau of Naval Personnel
3. RG 38-Records of the Office of the Chief of Naval Operations
4. RG 59-General Records of the Department of State
5. RG 80-General Records of the Department of the Navy, 1798-1947
6. RG 92-Records of the Quartermaster General
7. RG 107-Records of the Office of the Secretary of War
8. RG 127-Records of the U.S. Marine Corp
9. RG 153-Records of the Office of the Judge Advocate General (Army)
10. RG 165-Records of the War Department General and Special Staffs
11. RG 238-National Archives Collection of World War II Crimes Records
12. G 242-National Archives Collection of Foreign Records Seized
13. RG 319-Records of the Army Staff
14. RG 330-Records of the Office of the Secretary of Defense
15. RG 331-Records of Allied Operational Occupation Headquarters, World War II
16. RG 338-Records of the U.S. Army Commands
17. RG 342-Records of the U.S. Air Force Commands, Activities, and Organizations
18. RG 407-Records of the Adjutant General's Office, 1917-

The following are brief descriptions of some of the record groups listed above:

Record Group 24 - Records of the Bureau of Naval Personnel. The Bureau of Naval Personnel was established in 1942 for the training and education of officers and enlisted men--including supervision of the U.S. Naval Academy and other schools--and for recruitment, assignment and separation of naval personnel. Approximately 75 cubic feet of records for the 1941-1952 period was recently acquired from the Operational Archives Branch, Washington Navy Yard. These records include correspondence letters, logs of U.S. naval ships and stations with indexes and lists, muster rolls of ships, stations and other naval activities, correspondence jackets for enlisted men, casualty statistics for all wars, and casualties by ship. This record group also includes World War II casualty lists and related records.

Record Group 59 - General Records of the Department of State. The Department of State's Special Division, later named the Special War Problems Division, was tasked to address diplomatic problems arising in the early 1940s. One of its missions was to deal with American POWs and civilian internees held abroad, as well as refugees and displaced persons. NARA has created a box list of subject files dating from 1939-1954 to help researchers find information. Some files contain lists of American POWs in Europe and the Far East and civilian internees as well as correspondence and narrative descriptions of POW camp conditions.

Record Group 92 - Records of the Quartermaster General. The Quartermaster Corp was responsible for accounting for and disposing of remains of deceased military personnel. The Corporation also notified the next of kin and provided for the memorialization of the dead. Starting in late May 1943, the Army Air Forces required that a missing air crew report be filed when a crew was lost in combat. During WWII some 16,700 such reports were filed. This record group holds missing air crew reports (MACRs) that are arranged numerically in case files.

Record Group 153 - Records of the Office of the Judge Advocate General (Army). One of the responsibilities of this Army department was to investigate war crime activities of the enemy. This record group consists of War Crimes Case Files for WWII and the Korean War which contain extensive information regarding men who were witnesses to or victims of war crimes.

Record Group 165 - Records of the War Department General and Special Staffs. This record group holds Personnel Files of the G-1 Division of the Supreme Headquarters Allied Expeditionary Force, from 1941-1948. The files pertain to policies and practices for tracking missing personnel. The most relevant decimal is 383.6 - Prisoners of War.

Record Group 200 - National Archives Gift Collection. NARA's Civil Reference Branch (NNRC) holds records obtained from the American Red Cross (ARC) and Department of State (DOS). During WWII, the ARC published the Prisoner of War Bulletin to keep American families informed of policies and regulations regarding American POWs. It included guidance on the kinds of exchanges of parcels and communications that were acceptable under the Geneva Convention. The NNRC's ARC files also contain

detailed interviews of American POW descriptions of camp conditions and, in some cases, how they escaped to the United States. Moreover, ARC files discuss repatriation, exchange procedures, and rehabilitation processes. In addition, lists and statistics of enemy POW camps are identified. ARC records (759 cubic feet) are arranged by time period (1881-1946) under a decimal classification scheme. Most of the records pertaining to WWII are categorized under decimal 619.2.

Record Group 242 - National Archives Collection of Foreign Records Seized. Among the German records seized by the U.S. during and after WWII were the Records of *Luftgaukommandos* (Air Defense Commands). These records contain information regarding men who were shot down and captured by the Germans. There is also information regarding men who died as a result of a crash or who died subsequently in a German medical facility. These files should be used in support of missing aircrew reports.

Record Group 319 - Records of the Army Staff. Among the files associated with this record group are Counterintelligence Files for the Korean War (383.6); Escape and Evasion Debriefings for the Korean War, which represent the largest collection of former POW debriefings for the Korean War; Decimal Files from 1941-1959; Project Decimal Files from 1941-1959; Military Attaché Files from 1941-1945; and Intelligent Document File from 1944-1960.

Record Group 331 - Records of Allied Operational and Occupation Headquarters, World War II. During WWII, Supreme Headquarters Allied Expeditionary Forces (SHAEF) was established under the Combined Chiefs of Staff (CCS) to direct military operations in Europe. One component of SHAEF was the G-1 Division, whose mission in part was administrative and policy issues regarding American and Allied POWs and casualties in Europe. This division maintained a decimal correspondence file, 383.6, for subjects such as the exchange and repatriation of POWs, and locations of POW camps. Under decimal 703, G-1 maintained files on reporting policies and casualty reports of Army groups. The Prisoner of War section (PWX) of G-1 maintained correspondence records with the Red Cross (decimal 080).

Record Group 338 - Records of the U.S. Army Commands, 1942. The 22nd Prisoner of War Center/Internee Information Center from WWII through Vietnam contains information concerning U.S. policies and practices regarding prisoners of war. Motion pictures focusing on liberated concentration camps in Europe are available. Finally, records of the Judge Advocate Division provide sound recordings of reports of POWs.

Record Group 389 - Records of the Office of the Provost Marshall General, 1941. This group comprises records on the activities of the Provost Marshall General's office during and after World War II. During this time this office collected and organized information about American soldiers and civilian personnel in enemy custody.⁶

⁶ War Department Training Circular No. 73, dated 29 December 1941, established the Prisoner of War Information Bureau. This bureau was abolished on 11 December 1944 by order of the Provost Marshall

Shortly before the end of the war, the American Prisoner of War Information Bureau was established and charged with disseminating information to the next of kin and appropriate government agencies on American military and civilian personnel held as POWs. This division also worked closely with the American Red Cross and Department of State. When information was received about POWs, a general information circular relating to Germany and Japan were enclosed in the first letter to the next of kin.⁷ The office also maintained a 201-file on each identified POW.⁸

Among the textual records held by NARA in record group 389 are the following: aviators-crash victims; aviators-index crash location unknown (no names of individuals are included); documents on prison camps throughout the world, including in some cases, photographs, camp conditions, information on individuals, and aerial views of POW camps; casualty reports; death lists; hospital records; lists of American civilian internees; repatriation lists; and lists of POWs who died in Germany.

Record Group 407 - Records of the Adjutant General's Office. Part of the Adjutant General's Office's responsibilities during WWII was to maintain lists of U.S. military personnel who were POWs or missing in action. NARA holds 26 bound volumes of the Strength and Accounting Branch dating from 1941 to 1954 which include names, service numbers, rank and service and are generally arranged alphabetically by surname. This record group also holds Legislative and Policy Precedent Files (1943-1975), which provide official numbers of American POWs captured during the wars. The Strength and Accounting Branch files contain numerous lists of individuals who were prisoners of war. Some lists pertain to individuals who were never returned during WWII. Finally, this record group holds unclassified files relating to funerals, burials and reports on recovery of dead (decimal number 293-293.9), POWs(decimal number 383.6), and dead and missing in action (decimal number 704).

3. Center for Legislative Archives (NSC)

a. Archival Programs Branch (NSCA)

1. RG 287-Publications of the U.S. Government

Record Group 287 - Publications of the U.S. Government. The Department of the Army has issued publications covering its activities and functions--from manuals to circulars provide information on policy and procedure. These publications are indexed and listed in microfilm (M1641) under such categories as Army Regulations, Field Manuals, and Department of the Army Bulletins, Circulars and Pamphlets. Most of the publications held are among those of the Center for Legislative Affairs. However, the most

General. As a result, the American Prisoner of War Information Bureau became a separate division for the purpose of handling information about U.S. POWs and civilian internees held by the enemy.

⁷ Based on Information Circular No. 10 "Germany," revised 1 April 1945, 25-33445-30M; and, Information Circular No. 11 "Japanese," revised April 1944, 24-81456 ABCD-5M.

⁸ During WWII, the War Department assigned decimal classification "201" to all military personnel files.

extensive collection of Army publications is held at the U.S. Army Military History Institute, Carlisle Barracks, PA.

4. Center for Electronic Records (NSX)

a. Archival Services Branch (NSXA)

1. RG 38-Records of the Office of the Chief of Naval Operations
2. RG 330-Records of the Office of the Secretary of Defense
3. RG 338-Records of the U.S. Army Commands
4. RG 407-Records of the Adjutant General's Office, 1917-

NARA's Center for Electronic Records is a data base created by the Directorate of Information Operations and Reports of the Washington Headquarters Services to maintain a centralized information source within the DoD. The data base was compiled from information submitted by each military service. Access to the records is completely open. Variables potentially available from each casualty file include: Military Service Branch, Country of Casualty, Casualty Group, File Reference Number, Name of Casualty, Processing Data, Service Number, Military Grade or Rank, Pay Grade, Date Died or Declared Dead, Service Component, Home of Record, Birth Date, Cause of Casualty, Air/Non-air Casualty, Race, Sex (all are male), and Citizenship. Unfortunately, the majority of the records have no meaningful data dealing with the cause of casualty or air and non-air casualty variables.

The Korean Conflict Casualty File, dating from 1950 to 1957, contains selected descriptive data from Record Group 330 about all U.S. military personnel who died by hostile means as a result of combat duty in the Korean Conflict. There is one record for each individual, totaling 33,642. This file only contains records of hostile dead.

The Combat Area Casualties Current File (Record Group 330), dating from 1957 to 1989, contains records with final data on U.S. military personnel who died as a result of hostilities (killed in action, died from wounds, died while missing, or died while captured) or other causes (died from illness or injury, non-hostile; died from other non-hostile causes; died while missing, non-hostile) in Cambodia, People's Republic of China, Laos, North Vietnam, South Vietnam, or Thailand during the conflict in Southeast Asia. There is one data record for each individual, totaling 58,152.⁹

NSX also has custody of a data base of records from the Adjutant General's Center (Record Group 407), the Casualty Information System. This data base, dating from 1961-1981, was developed to centralize information on casualties (deaths or wounded) of all U.S. Army personnel; it contains 293,858 records.¹⁰ Data that identify the wounded are not released to the public in order to protect the privacy of persons presumed still to be

⁹ See Margaret O'Neill Adams, "Vietnam Records in the National Archives: Electronic Records," *Prologue: Quarterly of the National Archives* Vol. 23, no. 1, Spring 1991, p. 80.

¹⁰ See Adams, p. 82.

alive. However, an extract of this data base from record group 407, representing records for U.S. Army active duty personnel who died, has been created for reference purposes. This extract has 60,484 casualty records.

Other electronic data sets in the custody of NARA include: Casualty Information System, 1961-1981; Combat Activities File, October 1965-December 1970; and, Prisoners of War-World War II and Korea. The standard charge for a copy of an electronic data set (one data set not to exceed one magnetic reel of output) is \$90.

II. U.S. AIR FORCE REPOSITORIES

A. UNITED STATES AIR FORCE MILITARY PERSONNEL CENTER

1. Mailing Address

**AFMPC/DPMCB
Randolph AFB, TX 78150-6001**

**(512) 652-3752
487-3752 (DSN)**

2. Access

AFMPC is not a document repository.

3. Services

AFMPC/DPMCB coordinates all USAF MIA matters and inquiries. Researchers seeking assistance or the location of records pertaining to USAF MIA personnel are encouraged to contact this office.

4. Collection Description

N/A

B. RECORDS MANAGEMENT POLICY BRANCH, POLICY DIVISION, DIRECTORATE OF INFORMATION MANAGEMENT

1. Mailing Address

**Office of the Secretary of the Air Force
SAF/AAIA
1610 Air Force Pentagon
Washington, DC 20330-1610
(703) 614-3527/3494
697-1215/1265 (Fax)**

2. Access

SAF/AAIA is not a document repository.

3. Services

This office maintains official control of USAF records on loan to or undergoing preliminary accession by National Archives Personnel at the Washington National Record Center (Suitland, Maryland) and the National Personnel Record Center (St. Louis, MO).

4. Collection Description

N/A

C. UNITED STATES AIR FORCE/AIR MOBILITY COMMAND

1. Mailing Addresses

Office of the Historian
Air Mobility Command (AMC/HO)
Scott AFB, IL 62225-5001

(618) 256-5754
256-8124 (Fax)
576-XXXX (DSN)

2. Access

Portions of the AMC Historian's collections are accessible to the public by prior appointment; research facilities are limited.

3. Services

The AMC Historian's collections contain classified, privileged, and releasable material. Public inquiries are welcome, but should be submitted by mail; requests should include the name of the individual, date of loss, and USAAF/USAF unit involved for most effective results.

4. Collection Description

a. **Background.** The collections controlled by the AMC Historian include unit histories created by the Air Transport Command (1941-1946), its descendent organizations, and subordinate units. In some cases, these narratives are not otherwise available at the Air Force Historical Research Agency.

b. **Finding Aids.** The AMC Historian's Office maintains a catalog of holdings; this catalog is not available to outside agencies or users.

c. **Materials Relevant to MIA Research.** Historical reports of the Air Transport Command and subordinate units are not fully represented at the Air Force Historical Research agency. Searches involving historical narratives of the AT Command and its subordinate units, particularly for World War II and the immediate post-war period, should also incorporate inquiries to the AMC Historian's Office.

D. UNITED STATES AIR FORCE/AIR UNIVERSITY LIBRARY

1. Mailing Address

AUL/LDE
Bldg. 1405
Maxwell AFB, AL 36112-5564
(205) 953-2606 (Director)
953-2888 (Information)
FTS not available; DSN prefix is 493

2. Access

The AU Library reading rooms are open to the public as follows: 0730-2200, Monday-Thursday; 0730-1700, Friday; 0800-1700 Saturday; and 1300-1700 Sunday. The AUL is closed on some federal holidays and some Saturdays preceding federal holidays that fall on Monday; check with the AUL staff for specifics. AUL is accessible to the handicapped, but wheelchair ramps are not available at all entrances.

3. Services

The AUL collection contains classified, privileged and releasable publications, but only government employees, active duty and retired military personnel, dependents, and other authorized individuals are granted lending privileges. AUL participates in the inter-library loan system; non-official patrons can borrow most releasable materials in the AUL collection through their local public university, or business library. Public-use photocopy machines are available (\$0.10/page), as are microfilm and microfiche reader/printers.

4. Collection Description

a. **Background.** Opened in 1946, the Air University Library (AUL) holds over 510,000 cataloged military documents; 850,000 maps and charts; 280,000 books and 120,000 bound periodical volumes; and 120,000 regulations and manuals. AUL subscribes to more than 2,000 periodicals and newspapers, and it holds extensive back number periodical sets.

Much of the military document collection consists of research papers written by AU faculty and students attending graduate-level AU schools, including the Air War College and the Air Command and Staff College; studies conducted by visiting scholars assigned to AU-sponsored projects, (e.g., the Aerospace Research Institute, the School for Advanced Airpower Studies, and the Center for Doctrine, Research, and Education); and archival copies of studies and reports prepared by defense industry contractors. Many of these documents are unpublished or are unavailable in other repositories.

The AUL authorities collection includes War Department, Department of Defense, and Department of the Air Force regulations, directives, circulars, policy letters, pamphlets, etc., for the period 1941-present. The library also maintains copies of most major command regulations currently in effect. (Previous editions of major command regulations are generally available from the offices of the respective major command historians, or from the National Archives.)

b. *Finding Aids*. The AUL card catalog, although still available for user reference, was supplanted by an on-line catalog system in 1986. The electronic catalog's software supports a variety of search strategies, including author, title, subject/key word and Boolean word combinations; on-line modem access is available to the public. The AUL staff publishes bibliographies on a wide variety of subjects; interim update files are available in the main reading room. The AU Library also subscribes to various library and technical data bases, including DTIC, DIALOG, and OCLC. Researchers are invited to contact the AUL staff for particulars.

c. *Materials Relevant to MIA Research*. The AUL collection is large and diverse, containing the following categories of relevant materials:

(1) *Papers, studies, and reports*. The AUL collection includes a large number of student and faculty papers, USAF and other government agency studies, and contractor-generated reports. Many of these documents are not available in other repositories. Topics of interest to MIA researchers include materials related to combat rescue operations; the evolution of search and rescue doctrine and procedures; survival, escape, and evasion doctrine and procedures; and POW experiences. While these holdings are small in relation to the overall size of AUL's collection, they may provide difficult-to-obtain background information that will be useful in interpreting or explicating other records.

Researchers may need some staff assistance in accessing these materials, as heading and key word variations have crept in over time, (e.g., "Prisoners and Prisons" includes some MIA-related material for World War II and Korea, but comparable material for the Vietnam War can be found under the rubric "Missing in Action"). Researchers should be prepared to use a variety of likely key words in order to ensure a thorough effort.

(2) *Directives*. AUL's comprehensive historical collection of War Department, Dept. of the Army, DoD, and USAF and component directives is of considerable potential value to researchers who wish to identify MIA administrative reporting requirements as they have evolved since the beginning of World War II. Other related issues include definitions and procedures regarding MIA status determinations; procedures for notification of next of kin; casualty assistance and benefits entitlements; and disposition of MIA personal effects, to name a few. Because of their archival nature, these materials are not available to interlibrary loan borrowers.

(3) *Maps and Charts*. The AUL map room maintains a comprehensive collection of military maps and aeronautical charts that may help MIA researchers attempting to locate wreck sites or decipher the map coordinate grid references contained in many wartime after-action reports. This holding also includes numerous cartographic and navigational reference materials and ephemerides. Researchers should be aware, however, that AUL does not loan or sell cartographic materials to the public; thus any cartographic research must be conducted on-site.

(4) *Military/Aviation-Related Periodicals*. AUL maintains an extensive periodical collection. Created to support the specialized needs of the AU student body, it features complete, intact sets of thousands of

English- and foreign-language titles, including wartime 'official' publications. Long-term accession emphasis has been placed upon aviation development and technology, military science and affairs, international security policy, and foreign relations. Some of these titles are unlikely to be found in complete sets elsewhere in the U.S.; others are available in only one or two other major repositories (e.g., the Library of Congress or the Smithsonian's National Air & Space Museum). Bound volumes of periodicals are not available through interlibrary loan, but photocopies of individual articles can be obtained by mail or through interlibrary loans (in some cases fees may be charged).

E. AIR FORCE HISTORICAL RESEARCH AGENCY¹

1. Mailing Address

AFHRA/RSQ
Bldg. 1405
Maxwell AFB, AL 36112-6678
(205) 953-5342 (Command Section)
953-5723 (Inquiries Branch)
953-7428 (fax)

FTS not available; DSN prefix is 493

2. Access

The AFHRA reading room is open to the public, 0800-1645, Monday-Saturday, except federal holidays. It is also closed on Saturdays preceding federal holidays which fall on Monday. AFHRA is accessible to the physically challenged.

3. Services

The AFHRA collections contain classified, privileged, and releasable records. Releasable records may be inspected by the public in the AFHRA reading room. These records are also for sale on 16mm microfilm. AFHRA personnel will assist walk-in researchers, but U.S. government and other official inquiries have priority. AFHRA will respond to unofficial written requests as workload permits; research replies may take six months or more. There is no charge for mail-order research, and AFHRA will provide up to 50 pages of photocopied material at no cost. AFHRA does not provide photo-graphic services to unofficial requesters; although lighted copy stands are available for visitor-provided camera equipment. Photocopy machine (\$.10/page) is available for researcher use.

4. Collection Description

a. ***Background.*** The AFHRA's 60,000,000-page collection consists largely of operational narrative reports periodically compiled by units of the U.S. Army Air Corps

¹ Previously the Albert F. Simpson Historical Research Center, 1972-1983; and the Air Force Historical Research Center, 1983-1991.

(1919-1941); the U.S. Army Air Forces (1942-1947), and the U.S. Air Force (1947 to present). These narratives contain official reportage of combat, operational, and training activities including aircraft and personnel gains and losses, strength and operating statistics, and other administrative data; many include photographs of unit activities and assigned individuals. Most of the material compiled within the last 30 years remains classified. Large portions of the older holdings, particularly records compiled during World War II and the Korean War, have been declassified and released to the public. A special DoD-sponsored review of all USAF records related to the Vietnam War is ongoing at AFHRA, and much of that material is being declassified as a result. This review will be completed by 1993.

Although some personal items have been donated to AFHRA, it is not a retirement site for the military records of individuals (e.g., personnel or '201' files, flight logs, medical records and dental charts, radiological exposure records, pay and accounting files, courts-martial and disciplinary records, or training records). These materials are routinely forwarded to the Federal Record Center at St. Louis, MO, when the individual retires or leaves active duty, although there are some exceptions; post-1939 court-martial records are maintained by the U.S. Army's JAG Department; the Air Force considers flight logs to be personal property items and leaves individual service members responsible for the safekeeping of such material.

AFHRA also does not accession aircraft accident investigation reports. These are maintained by the Air Force Safety Agency, Norton AFB, CA. However, information regarding aircraft losses is often contained in AFHRA's unit narratives; in some cases this information has been declassified but remains privileged.

b. *Finding Aids.* The Agency's finding aids consist of a card catalog, a computerized key word index and abstract listing called the Inferential Reference and Information System (IRIS), and a variety of guides and informal reference listings. On-line access to IRIS is available to researchers in the AFHRA reading room. IRIS access is also provided to USAF command history offices and the Center for Air Force History, Bolling AFB, Washington, DC., through the Defense Data Network.

When the collection was initially assembled in the late 1940s, traditional library methods were modified to identify its diverse components: the card catalog includes a lower echelon unit report inventory (called the 'Mood System'), a decimal-based inventory of higher echelon unit reports and documents, and an extensive subject and key word cross-reference file. The card catalog was AFHRA's primary access tool until automated data entry methods were introduced in the mid-1970s. Thereafter, subject card updates became irregular and ceased entirely when the IRIS data base incorporated document abstracts in the early 1980s. During implementation, however, unforeseen problems caused some gaps to arise in IRIS's index coverage; a long-term corrective effort continues. This poses a burden for researchers, as AFHRA continually receives donations of personal papers and small caches of 'unearthed' records, many of them related to the 1941-1960 period. These materials are accessioned as they are received; there is no revision of earlier related entries in IRIS or the card catalog. Meticulous researchers will want to know whether such addenda may contain relevant information, and they should be aware that 'hands-on' assistance by AFHRA's Reference Division staff will be required to ensure a thorough search.

Official researchers should also be aware that the Agency holds certain special access materials that are not necessarily abstracted in the IRIS data base, meaning that they

may not surface during a routine key word search. Again, the assistance of the AFHRA Reference Division will be required.

In addition to the card catalog and the IRIS data base, AFHRA has published a number of directories and guides, including "A Guide to the Resources of the USAF Historical Research Center" (1985), along with catalogs for its personal papers holdings and its oral history interview program. Bibliographies and compilations are available on a variety of subjects, and the AFHRA staff also maintains many informal listings and card files, including glossaries, code word and operations descriptor lists, etc. Researchers are encouraged to contact the Reference Division for assistance.

c. Materials Relevant to MIA Research. The AFHRA's enormous collection contains many holdings of great interest to MIA researchers. The following list is not an exclusive directory; it is only intended to suggest something of the richness of the AFHRA as a resource:

(1) Unit Operational Narratives. These records constitute the greater portion of the Agency's collections. By regulation, USAAF units (1942-1947) and USAF units (1947-present) have been required to compile periodic reports of their activities--usually on a monthly schedule until the late 1950s, and quarterly or semiannually thereafter. Narrative quality varies widely, as the compilers seldom have been trained formally as historians; as a result reporting standards have been unevenly applied. Nor is the character and emphasis of unit histories consistent over time or between different units; during some periods the narratives tend to emphasize statistics over descriptive reporting, for example. In addition, although these reports were commonly classified at the time of their compilation, some units' missions have been deemed too sensitive to be fully detailed, and certain operations may have received oblique reference or no coverage at all. It is also important to note that unit histories are normally bound together in annual or semiannual volumes; as a result, if any material in a volume remains classified, then the entire volume is classified a potential problem for those researching without security clearances. In general, however, the narrative section of the histories will be of significant value to MIA researchers. Losses are usually noted, often with amplifying information. For example, most reports identify missing aircraft serial numbers and may include data such as pilot experience and airframe/engine flying hour status at time of loss. Search and rescue efforts are sometimes described, occasionally accompanied by charts, maps, or crash site photographs. The reports may also assist in identifying mission participants and other individuals serving in the MIA's unit who may have knowledge relevant to the loss.

Researchers should be aware that AFHRA's World War II-era unit narrative report holdings, although comprehensive, are not complete. When wartime records were divided in the late 1940s between the USAF (for further operational studies) and the National Archives (for retirement), roughly 15 percent of the lower echelon monthly narratives were inadvertently retired with other historical materials. (A list of unit narratives known to be held by the National Archives is available in the AFHRA's reading room.) In addition, a relatively small number of monthly reports were apparently compiled but not returned by overseas units for various reasons.

(2) *Missing Aircrew Reports (MACRs)*. During World War II, USAAF required its units to follow specific reporting procedures regarding aircraft lost over enemy-held territory. MACRs were to be transmitted within 24 hours of loss or declaration of 'overdue-presumed lost' status. They listed the name, rank, and serial numbers of the aircrew and all manifested passengers; the unit to which the aircraft was assigned; serial numbers of the airframe, engine(s), and guns; a description of the circumstances, including statements of witnesses wherever possible; and the names and addresses of the next of kin. Some of these reports bear subsequent annotations (indicating KIA, POW, etc.), but this was not a required or routine practice. Researchers are reminded that these reports only pertain to combat losses *on the enemy's side of the battle line*. Reports of aircraft lost in training accidents, non-combat operations, and combat-damaged aircraft known to have gone down over territory under Allied control are not included in this collection.

There are three indices to the reports--by name of the individual crew member, by date of loss, and by plane tail number. Most of the reports contain name, rank and service number of crew members; date, place and circumstances of loss; unit to which the crew was assigned; place of origin of the flight; and some details regarding the aircraft itself. Some contain translations of captured German documents. Although most reports average 5 to 10 pages, many consist of 25 or more. Unfortunately, not all losses are documented. If the fate of the crew was established within a few days, a report often was not filed. If a plane was lost due to an accident, a report usually was not filed. And, because it was wartime, there occasionally were lapses in completing even required reports.

Original paper copies of the MACRs are held by the National Archives, but AFHRA holds a duplicate set of these records on microfiche. The set includes a machine-printed index cross-referenced by date and by airframe number, but not by name. (The National Archives has a name index in the form of an alphabetical card file; it is reportedly incomplete.) These records are available for use by the public in the AFHRA reading room.

(3) *Aircraft record cards*. These records--on 8"x10" cards in the case of aircraft acquired before the mid-1950s, and in various machine and computer formats since that time--are held by AFHRA's Reference Division. They constitute the individual 'owner's registration' forms for most of the 300,000+ aircraft acquired by the USAF and its predecessor organizations since the early 1920s. They include, among other data, the date and reason for an aircraft's removal from the inventory, along with the identity of the unit to which it was assigned at the time of the removal. (An exception was made during World War II: the cards only indicate the theatre or numbered air force for aircraft assigned overseas.) These cards may provide an entry point for researchers who have recovered a crashed airplane's military serial number (usually painted on the tail and elsewhere on the aircraft in addition to being stamped on the manufacturer's data plate located in the cockpit) but no other identifying information.

(4) *Special Studies and Reports*. Scattered throughout the collection are a wide variety of materials that will be of interest to MIA researchers. These include such diverse items as biographic directories of USAF Korean and Vietnam War MIAs; an extensive collection of escape and evasion reports for the World War II period; POW debriefing reports for WWII,

Korea & Vietnam; and rosters of USAAF POWs released from certain German prison camps in 1945, including sick and injured lists. Researchers should be prepared to spend some time with the card catalog and IRIS data bases in order to conduct a systematic search of this material, but the richness of the Agency's holdings suggests that such efforts could be rewarding.

(5) *Mission Folders.* During World War II, USAAF heavy bomber command staffs (in particular those of the 8th, 15th, and 20th Air Forces) compiled comprehensive records of each major mission mounted against enemy target complexes. AFHRA has sets of these mission reports, most of which contain useful reportage on losses. In addition, mission reports generally include diagrams showing the formation position of each lost aircraft, as well as other useful details (e.g., mission route charts, weather conditions, opposition effectiveness; and battle damage assessments, often supported by photographs).

(6) *Project CHECO and SEAsia End-of-Tour Reports.* During the Vietnam War, the Contemporary Historical Evaluation of Counterinsurgency² Operations (CHECO) project staff was tasked to write detailed analyses of USAF missions, operations and equipment in Southeast Asia; well over 200 reports were produced. Many contain information relevant to MIA-related issues, including search and rescue operations, escape and evasion procedures, and so forth. A DoD-sponsored declassification review of these studies has just been completed; a detailed CHECO catalog has been published, along with an extensive glossary of terms, systems, and code words used in Southeast Asia. In addition to the CHECO reports, AFHRA holds a large collection of end-of-tour reports submitted by USAF unit commanders; these also contain material of interest to MIA researchers, and they are undergoing declassification review by the same DoD team.

(7) *Oral History Interviews.* In addition to official records compiled by units of the USAF and its predecessor organizations, AFHRA holds an extensive inventory of oral history interview tapes and transcripts. While the USAF Oral History Program tends to focus its attention upon senior officers and officials, the interviews often range over the entire career of the individual involved, and all transcripts are cataloged and indexed. Some interviews contain extensive discussion of such MIA-related matters as search and rescue doctrine and operations; survival, escape, and evasion training and effectiveness; POW and internee experiences; POW escape and rescue attempts; exchange negotiations regarding sick and injured POWs and internees; and recovery and identification of remains. *Researchers should be aware that some interviews are classified, and that access to others may have been restricted at the request of the interviewee.*

(8) *Personal Papers Collections.* AFHRA frequently receives gifts of personal papers and documents, particularly from retired air force military personnel. These materials are wide ranging, but MIA researchers may find

² The word 'counterinsurgency' was later changed to 'combat,' and finally to 'current.'

items of some interest. The Agency's papers catalog includes, for example, diaries and other records kept by World War II POWs and internees; accounts of aircrew survival, escape, and evasion; the administrative records of the senior USAAF officer in a major German prison camp, including personnel lists and a detailed account of repatriation operations. *Researchers should be aware that access to some collections of personal papers is restricted or subject to certain conditions imposed by the donor.*

F. AIR FORCE SAFETY AGENCY

1. Mailing Address

Attn: AFSA/SERR (Mr Murone)
Bldg. 918
Norton AFB [San Bernardino], CA 92409-7001

(714) 382-4192
382-2777 (fax)
876-4192 (DSN)

2. Access

The AFSA does not have public research facilities. It is open to official visitors and by appointment to the public 0800-1700, Monday through Friday, except federal holidays.

3. Services

The AFSA aircraft accident records collection contains privileged and releasable records. Requests by the public should be made by mail.

4. Collection Description

a. ***Background.*** The Air Force and predecessor organizations have evaluated accidental aircraft losses since the earliest days of military aviation. Although National Archives guidelines suggest that accident records may be discarded after 20 years, the Air Force has continued to treat these materials as historical in nature. As a result, USAAF and USAF accident records are unusually complete. AFSA is the central repository for such records, although a small block of accident material dating from the 1920-1940 period is located at AFHRA.

b. ***Finding Aids.*** AFSA records are arranged by date. Although AFSA maintains partial name indexes, the loss date is the more certain manner of access.

c. ***Materials Relevant to MIA Research.*** This collection is of significant value to researchers seeking data on aircrew declared missing as a result of non combat-related incidents. Although the primary index key (loss date) limits the usefulness of the collection, there are alternate avenues of access, particularly through collateral materials held by AFHRA and National Archives.

III. U.S. ARMY REPOSITORIES

A. U.S. ARMY AVIATION SYSTEMS COMMAND

1. Mailing Address

Attn: AMSAV-LFF
Federal Center
4300 Goodfellow Blvd.
St. Louis, MO 63120-1798

(314) 263-1164 (Public Affairs)/1268 (Info Mgmt)
263-3644 (fax)

2. Access

The U.S. Army Aviation Systems Command does not have public research facilities. It is open to official visitors and by appointment to the public 0800-1700, Monday through Friday, except federal holidays.

3. Services

The U.S. Army Aviation Systems Command aircraft records data base contains privileged and releasable records. Requests by the public should be made by mail.

4. Collection Description

a. Background. The U.S. Army Aviation Systems Command is the custodian of army aviation acquisition and disposition records.

b. Finding Aids. The primary finding aid for MIA-relevant records held by USAASC is a computer printout entitled "Aviation Loss File Listing, 1953-1980."

c. Materials Relevant to MIA Research. The Aviation Loss File Listing may be the only surviving compilation of army aviation losses for the 1953-1980 period; USAAC officials indicate they are not aware of any other document or record collection which contains this body of information, nor are they aware of any previous effort to provide army aviation disposition records to the National Archives or other historical repositories. This apparently unique document is arranged chronologically, indicating the aircraft or helicopter serial, the date and place of loss, and the unit to which the aircraft or helicopter was assigned at the time of loss. This compilation will be of significant value to MIA researchers who have located crash sites in the U.S. and overseas.

B. UNITED STATES ARMY/CASUALTY AND MEMORIAL AFFAIRS OPERATIONS CENTER (CMAOC)

1. Mailing Address

U.S. Total Army Personnel Command
Attn: TAPC-PED-F
2461 Eisenhower Avenue
Alexandria, VA 22331-0482

(703) 325-5300 (voice)
(703) 325-5315 (fax)
221-5303 (Defense Switched Network (DSN))

2. Access

CMAOC is open to the public 0730-1600, Monday-Friday, although an escort is required. CMAOC is closed on federal holidays and is accessible to the physically challenged. Appointments are strongly encouraged.

3. Services

CMAOC's portfolio of information consists of unclassified, privileged, and releasable records, which are stored at the Washington National Records Center (WNRC). Privileged information may be withheld from researchers under the Freedom of Information Act (FOIA) (5 U.S.C. 552 (b) (6)). CMAOC has limited space and, therefore, encourages researchers to make specific written requests. Non-FOIA requests routinely involve 6-month responses to queries. Some fees may apply for certain FOIA requests.

4. Collection Description

a. *Background.* The Center is responsible for maintaining records pertaining to the disposition of remains of deceased persons (military or civilian) under Army command. The collection includes records for soldiers who died on active duty and civilian employees of the Army who died while on duty outside the United States. Some records pertaining to the transportation of remains of dependents of active duty soldiers, and more recently, transportation of the remains of retirees and their dependents who die in a military medical facility in the United States are maintained.

CMAOC is the successor custodian of records pertaining to the disposition of remains of members of all Services during World War II and Korea. CMAOC holds the World War II records pertaining to the disposition of remains of Army members only for the Vietnam War. CMAOC does not have any records pertaining to deaths occurring prior to the start of World War II.

b. *Finding Aids.*

(1) *World War II and Korean War.* CMAOC has on microfiche an alphabetical index of military personnel of all services (and a few civilians) who died outside the United States during World War II and military personnel of all services who died during the Korean War. The index

contains name, rank, service number, temporary cemetery location, and limited information on permanent burial location. If permanent burial is in a government cemetery, the name of the cemetery can be determined. If permanent burial was in a civilian cemetery in the United States, only the State can be determined. The indexes do not contain date of death or organization of the deceased, home of record, or next of kin information. CMAOC does not have an index to deaths occurring outside combat theaters during World War II or during the Korean War. Further information must be obtained from the individual deceased personnel file (see paragraph 3 below).

(2) *Vietnam War*. CMAOC has on microfiche an alphabetical index of Army personnel who died or were non-fatal reportable casualties (wounded, injured, captured) in the Southeast Asia Asian theaters during the Vietnam War. The index contains the individual's name, rank, service or social security number, major command to which assigned, date of incident, date of death, and code for cause of death or non-fatal status. The index does not contain organization, home of record, place of permanent burial or next of kin information.

(3) Indexes currently are not cross-indexed or computerized in any form.

c. *Materials Relevant to MIA Research*. The Center's main body of information is held at the NARA facility in Suitland, MD. This consists of individual deceased personnel files (called 293 files during World War II and Korean War). These records contain information on the disposition of remains of all Services from World War II, Korea and for U.S. Army personnel only during the Vietnam period. These records are not accessible directly by the public and must be requested and obtained through CMAOC. These holdings consist of approximately 10,400 boxes for World War II, 1,400 for Korea, and 1,000 for Vietnam.

C. UNITED STATES ARMY MILITARY HISTORY INSTITUTE (USAMHI)

1. Mailing Address

U.S. Army Military History Institute
Reference Branch
Carlisle Barracks
Carlisle, PA 17013-5008

(717) 245-3611 Reference Branch
(717) 245-3601 Archives Branch
242-3611 (Defense Switched Network (DSN))

2. Access

The USAMHI collections are generally non-circulating. Books and other items may be withdrawn by civilian and military employees or students at Carlisle Barracks.

Books published after 1914 may be borrowed only through an interlibrary loan request. The following materials are not available through interlibrary loan: manuscripts; oral history transcripts; photographs; maps; art work of all types; rare books; books in poor condition; and, periodicals (articles may be photographed). The USAMHI is open to the public, 0800-1630, Monday-Friday, except federal holidays. The facility is accessible to the physically challenged.

3. Services

The USAMHI collection contains classified, unclassified, privileged and releasable publications. Access to classified materials is available only in accordance with Army regulations (usually requires evidence of security clearance and the need to know). The library has carrels, which are assigned upon application and can be retained by the researcher during the entire term of study. Portable typewriters and computers may be taken to carrels or study areas provided they do not disturb other patrons. The Institute cannot conduct extensive research for patrons but will gladly provide research and reference assistance. Such assistance includes bibliographic guidance, explanations of the various finding aids, reference help on-line (to connected) patrons and via correspondence, and assistance in locating material. Appointments are encouraged but not required. Typical response time for written correspondence varies between 1 week to 1 year. Photographic copying of printed materials is subject to Army regulations and provided for research and study use only. Cameras are not permitted. Some military artifacts, military art, and other three-dimensional holdings are available for research at the Institute only.

4. Collection Description

a. *Background.* The Military History Institute collects and preserves materials from libraries throughout the Army, as well as from individual and group donors. The Research Collection, renamed the U.S. Army Military History Institute in April 1977, holds several million items relating to military history. No other agency has as extensive a collection of materials relating exclusively to the role of the military.

The nucleus of the Institute's holdings came from three sources: The U.S. Army War College, the National War College, and the U.S. Army Command and General Staff College. These three schools collectively transferred more than 120,000 volumes to the Institute. These books, dating from as early as the 15th century, provide the historical roots of the American Army.

Original source materials are a vital part of the Military History Institute's holdings. Diaries, letters, memoirs, photographs, art work, and personal records are held at this facility. Personal papers of prominent generals, junior officers, and enlisted men and women whose services contributed to American military history from the colonial period to the present are maintained. Currently, the Institute holds over 236,000 volumes, 9,000 bound periodicals, 730,000 photographs, 40,000 audio-visual items, over 500,000 manuscripts including diaries, memoirs, letters, and other papers, and over 400,000 classified and unclassified military documents, including publications in numbered series.

b. *Finding Aids.* The USAMHI's primary finding aids are the LS2000 on-line card catalog to reference bibliographies and the on-line Defense Document Network; both are available through the DDN. Most sources are arranged by unit since there are no

individual service records. The Institute has no published catalogs dealing with POW/MIA issues, but it has produced internal guides that are available to the public.

c. *Materials Relevant to MIA Research.* The Institute has produced various working bibliographies dealing with the repatriation of POWs and other internees for World War II and the Korean and Vietnam War periods. The following is a sample of holdings available on Vietnam POW/MIA matters:

(1) *History of the Vietnam War* microfiche collection, Unit 3, Section 6 (20,000 pages on POW/MIA matters). This is the largest collection within USAMHI on the subject. Hard copies are filed in the Indochina Archive, Berkeley (DS551.56.H57).

(2) *MACV Historical Office Documentary Collection* microfilm (DS552.55.R42.1988.pt.1).

(3) *Classified Studies from the Combined Intelligence Center Vietnam* microfilm (DS552.55.R42.1988.pt.2).

(4) Vietnam War Study Room documents: "Prisoner of War Repatriation Planning," 31 Dec 1971; "Report of Return of U.S. PW Activities at Hanoi," 12 Feb 1973.

(5) Virtually complete collection of Department of the Army Bulletins, Circulars and Pamphlets.

IV. U.S. MARINE CORPS REPOSITORIES

A. UNITED STATES MARINE CORPS CASUALTY SECTION (MHP-10)

1. Mailing Address

Commandant of the Marine Corps
Headquarters, USMC (MHP-10)
2 Navy Annex
Washington, D.C. 20380-1775

(703) 696-1177 (voice)
(703) 696-2072 (fax)
226-1177 (Defense Switched Network (DSN))

2. Access

The USMC Casualty Section does not have public research facilities. However, it is open to POW/MIA next of kin and official visitors by appointment only 0800-1630, Monday-Friday, except federal holidays. The facility is accessible to the physically challenged.

3. Services

The USMC Casualty Section holds unclassified, privileged, and releasable records. Privileged and releasable information may be examined by family members only. Response time for routine inquiries is typically approximately 4 weeks, although FOIA requests may take longer. No photographic services are available.

4. Collection Description

a. *Background.* The USMC Casualty Section holds personnel records or "201" files of servicemen from the Vietnam era whose remains have not been recovered. These records occupy 50 cubic feet of space and involve paper and microfiche documents. Limited graphic materials also exist.

b. *Finding Aids.* No finding aids exist for records; however, records are alphabetically categorized by name of serviceman. On-line services, published catalogs, or internal guides are not available.

c. *Materials Relevant to MIA Research.* The Casualty Section holds very limited casualty records from World War II to the present. Additional files for Marines unaccounted for in Vietnam include investigation reports as well as family letters and inquiries.

B. UNITED STATES MARINE CORPS HISTORICAL CENTER (USMCHC)

1. Mailing Address

United States Marine Corps Historical Center
Reference Section (Code HDH-2)
Building 58, Washington Navy Yard
Washington, D.C. 20374-0580

(202) 433-3864
433-3483
433-3697
433-4691 (fax)

2. Access

The USMCHC is located in the Washington Navy Yard in southeast Washington, D.C. A limited number of visitor (blue) parking spaces are available at the front of the Center facing Leutze Park. The USMCHC is open 0800-1630, Monday-Friday, federal holidays excepted. The Reference Section is located in the southern end of the third floor. The Archives Section and Reference Section are on the third floor, and their facilities are available for the use of researchers. The Personal Papers Collection is also located on the third floor of the Center. The facility is accessible to the physically challenged by means of inclined ramps at a door a few steps north of the main entrance or at an entrance on the 9th Street side of the building.

3. Services

The Historical Libraries collections are available to other libraries through interlibrary loan. The Center receives approximately 8,000 annual written inquiries and usually responds within 4 weeks to individual requests. Some fees are charged for photocopying and research staff time involving large projects. However, materials requested on-site must be examined within each Section. Appointments with staffers are not required but strongly encouraged.

4. Collection Description

a. **Background.** The Marine Corps Historical Center is an archival and museum facility for the Marine Corps. The Historical Center's library collection comprises more than 40,000 titles, including Corps-oriented fiction, biographies, academic dissertations, journals, and Marine Corps post and station newspapers dating back to the 1930s. The staff of the Personal Papers Collection conducts an active, continuing program to acquire personal papers and memorabilia. The program solicits historically significant manuscripts, trip reports, speeches and memorabilia from active and retired Marines and currently comprises 1,000 cubic

feet of records. Personal papers are excellent sources for personal diaries pertaining to POW activities. The Archives Section provides historical research and reference services to Headquarters, U.S. Marine Corps; staff agencies; and the general public. The record inventory comprises approximately 5,000 cubic feet of classified and unclassified documents, consisting mainly of combat operational reports, plans, command diaries and chronologies, after-action reports, and related documents dating from the post-1940 period. The Center's collection also consists of trip reports by former Commandants and Assistant Commandants, General Officers' Symposium reports, general officer speeches, and certain board reports. Some of the collection is in microfilm format. Records are frequently transferred to the Washington National Records Center for temporary storage.

b. ***Finding Aids.*** The Reference Section provides researchers with various finding aids. Most historical records of the Marine Corps can be accessed through the "Subject File." In addition, a "Geographical File" contains information on geographical areas where Marines have landed or were stationed, as well as detailed descriptions and histories of Marine Corps bases and barracks here. A "Biographical File" provides information on many prominent Marines, including general officers and Medal of Honor recipients. Finally, a "Unit File" contains historical information on Marine Corps units. The Personal Papers Collection is indexed by subject down to the item level. All personal papers are cataloged on-line and computer form. The Archives also provides computer-aided on-line access and has indexed records in microfilm and microfiche form.

c. ***Materials Relevant to POW/MIA Research.*** The Historical Center has a large collection of materials related to POW/MIA issues from World War II to Vietnam. The following is a random sample of its collection:

- (1) *History of U.S. Marine Corps Operations in World War II: Western Pacific Operations.* George W. Garand and Truman R. Strobridge.
- (2) *History of U.S. Marine Corps Operations in World War II: Victory and Occupation.* Benis M. Frank and Henry I. Shaw.
- (3) *United States Marine Corps Special Units of World War II.* Charles L. Updegraph.
- (4) *Blacks in the Marine Corps.* Henry I. Shaw, Jr., and Ralph W. Donnelly.
- (5) *The United States Marines in North China, 1945-1949.* Henry I. Shaw, Jr.
- (6) *Operations in West Korea: U.S. Marine Operations in Korea, 1950-1953.* Lt.Col. Pat Meid, USMCR, and Maj. James M. Yingling, USMC.
- (7) *The Marines in Vietnam 1954-1972: An Anthology and Annotated Bibliography.*

- (8) *U.S. Marines in Vietnam: The Advisory and Combat Assistance Era, 1954-1964.* Capt. Robert H. Whitlow, USMCR.
- (9) *Small Unit Action in Vietnam, Summer 1966.* Capt. Francis J. West, Jr., USMCR.
- (10) *U.S. Marines in Vietnam: Fighting the North Vietnamese, 1967.* Maj. Gary L. Telfer, USMC, Lt.Col. Lane Rogers, USMC, and V. Keith Fleming, Jr.

(11) Unit Histories

1st Marine Division and Its Regiments

2nd Marine Division and Its Regiments

3rd Marine Division and Its Regiments

A Brief History of the 1st Marines, Maj. John H. Johnstone

A Brief History of the 2nd Marines, Capt. Robert J. Kane

A Brief History of the 3rd Marines, Benis M. Frank

A Brief History of the 4th Marines, James S. Santelli

A Brief History of the 6th Marines, LtGen. William K. Jones

A Brief History of the 7th Marines, James S. Santelli.

A Brief History of the 8th Marines, James S. Santelli

A Brief History of the 10th Marines, Maj. David N. Buckner

A Brief History of the 12th Marines, Charles R. Smith.

A Brief History of the 25th Marines, Col. Joseph B. Ruth, Jr.

(12) Bibliographies

An Annotated Bibliography of the United States Marine Corps in the Second World War. D. Michael O'Quinlivan and Jack B. Hilliard.

An Annotated Bibliography of the United States Marine Corps in the Korean War. D. Michael O'Quinlivan and James S. Santelli.

Guide to the Marine Corps Historical Center

The Problems of the U.S. Marine Corps Prisoner of War in Korea.

(13) Catalogs

Marine Corps Personal Papers Collection Catalog. Charles A. Wood, compiler.

James Angus MacDonald, Jr.

V. U.S. NAVY REPOSITORIES

A. UNITED STATES NAVAL HISTORICAL CENTER

1. Mailing Address

Department of the Navy
Naval Historical Center
Washington Navy Yard
Washington, D.C. 20374-0571

Operational Archives Branch
(202) 433-3170
Autovon 288-3170

Navy Department Library
(202) 433-4131

Ships' Historical Branch
(202) 433-2585

2. Access

The Operational Archives (Building 57), Navy Department Library (Building 44 and 108), and the Ship's Histories Branch (Building 57) of the Naval Historical Center are located at Washington Navy Yard. Visitors may enter the Navy Yard by way of the gates at 9th and M Streets, S.E., or at 11th and N Streets, S.E. Facilities are open to researchers from 0900 to 1600, Monday-Friday, except on federal holidays.

3. Services

The research room provides individual desks, outlets for electric typewriters, tape recorders and computers, and microfilm/microfiche readers. Visitors may use their own cameras to photograph documents. The Center provides limited duplication services. Copy orders are limited to 50 pages (\$0.30 page). No cash will be accepted and minimum charge is \$5.00. The Center strongly encourages advance notice of expected visits, so that pertinent documents and personnel can be available for immediate use.

4. Collection Description

a. Background. At the start of World War II, the Office of Naval Records and Library (a predecessor to the present Naval Historical Center) began to collect the reports, plans, and diaries that were sent to Washington by combat commands throughout the world. However, since 1945 record holdings have increased with the addition of records

from the Korean and Vietnam Conflicts, other post-war operations, materials from foreign navies, and papers of some individual officers or officials. The Operational Archives Branch is responsible for collecting, preserving, and servicing selected records primarily covering World War II to the present, including official records, documents from the Office of Naval Operations, histories from fleet and shore commands, papers of senior officers, and oral interviews. The Navy Department Library holds over 170,000 volumes consisting of literature on the United States Navy, foreign navies, and naval science. Finally, the Ship's Histories Branch maintains research files on every U.S. Navy ship. It also holds deck logs from 1946 to the present.

b. *Finding Aids*. Various finding aids and indices are available to facilitate research at the Naval Historical Center. In addition, staff members can provide advice on the use of its holdings.

c. *Materials Relevant to MIA Research*.

Operational Archives Branch. Typical documents in the archives include operational reports, plans, war diaries, manuscript histories from individual commands or offices, groups of records from the Office of the Chief of Naval Operations and major fleet commands, message files, papers of individual officers, and documents from the Japanese, South Vietnamese, and German navies.

B. UNITED STATES NAVY POW/MIA AFFAIRS (PERS-663)

1. Mailing Address

Bureau of Naval Personnel
POW/MIA Affairs Pers-663P
2 Navy Annex
Washington, DC 20370-0663
(703) 614-3338 (voice)¹
(703) 614-3345 (fax)
224-3338 (Defense Switched Network (DSN))

2. Access

The USN POW/MIA Affairs office does not have public research facilities. However, it is open to next of kin and official visitors by appointment only 0800-1630, Monday-Friday, except federal holidays. The facility is accessible to the physically challenged.

3. Services

The USN POW/MIA Affairs office holds unclassified, privileged and releasable records. Privileged and releasable information may be examined by family members only. Typical responses to non-family, third party requests take

¹ This office offers a toll-free telephone number to the next of kin.

approximately one month. No photographic services are available, except to the next of kin on a case by case basis.

4. Collection Description

a. Background. The USN POW/MIA Affairs office holds personnel records of servicemen from the Vietnam period whose remains are unrecovered. The casualty files contain unclassified records, including personal correspondence to the families, official records regarding the cases, and results of investigations for servicemen. The office also holds, in microfiche form, some personnel records of unaccounted for Navy members from the Vietnam era. These records occupy 60 cubic feet of space and involve paper and microfiche documents. Limited graphic materials also exist.

b. Finding Aids. No real finding aids exist for records. However, records are alphabetically categorized by name of serviceman. The Office holds appropriate reference documents including contact maps, tactical plotting charts and operational navigation charts. On-line services, published catalogs, or internal guides of the office are not available.

c. Materials Relevant to MIA Research. The USN POW/MIA Affairs office holds Reports of Casualty (DD 1300) in microfiche form for all active duty Navy members from World War II to the present. Limited files on Cold War missing cases are maintained. No records other than DD 1300s are kept for unaccounted for Navy personnel from World War II or Korea. In addition to investigation reports and family correspondence, Vietnam era casualty files contain third party requests and internal memorandums regarding the cases.

C. UNITED STATES NAVY NAVAL SAFETY CENTER

1. Mailing Address

Commander
Naval Safety Center
Building SP-91
NSA Norfolk, VA 23511-5796

(804) 444-6728/3250
444-7049(fax)
564-XXX DSN

2. Access

The Naval Safety Center's collections are not open to private researchers

3. Services

The Naval Safety Center collections contain classified, privileged, and releasable material. Public inquiries are welcome but should be submitted by mail. Requests should

include the name of the individual, date of loss, and, where appropriate, the type of aircraft involved.

4. Collection Description

a. *Background.* The Naval Safety Center conducts investigations of all naval air, ship, and ground mishaps involving loss of life or major property damage.

b. *Finding Aids.* The Naval Safety Center maintains a variety of finding aids, including computer-driven data bases, catalogs, and similar tools. Off-site electronic access to NSC's data bases is not available.

c. *Materials Relevant to MIA Research.* The NSC's holdings include reports of naval aircraft losses since 1952; incident files and 'man overboard' reports from 1969, and certain specialized reports, including a "Direct Enemy Action" collection for the Vietnam War. Much of this material is data-based, but earlier instances may not be fully indexed.

APPENDIX A

SEARCH METHODOLOGIES

A. INTRODUCTION

The two methodologies presented in this appendix were drafted with the assumption that researchers will want to uncover as much information as possible about the fate of an individual declared missing-in-action or missing while in government service abroad.

The first methodology applies to cases in which the identity of the missing individual is *known with certainty*. The second methodology applies to cases in which *unidentified remains* have been found or the possibility of recovering unidentified remains has arisen.

Both of these methodologies provide research strategies for conducting an in-depth investigation of the context and circumstances of an individual's loss, including *background information regarding the missing person's unit*, the nature of its operations at the time the individual disappeared, and the number of other declared missing in the same incident. Other relevant information might include the names of superiors or others having knowledge of the incident; search and rescue efforts undertaken after the incident occurred; and related operational and administrative data.

These methodologies can also provide information useful to officials charged with disposition of remains and effects, including: *names of next of kin and their addresses* at the time of loss; previous recovery efforts related to the incident or site involved; and potential hazards that might jeopardize the safety of investigators exploring newly discovered crash sites (e.g., unexploded ordnance or other dangerous materials).

Researchers should be aware that no single federal records repository will contain all relevant information concerning a specific case. Both methodologies require a systematic search, patience, and perseverance. Particularly frustrating is the fact that records finding aids for many collections remain rudimentary or incomplete, if they exist at all. Some material regarding the Korean War remains unaccessioned, and much of the material generated during the Cold War period remains restricted or classified under current declassification guidelines.

CAUTIONARY NOTE: Exploration of shipwrecks, aircraft crash sites or unpoliced battlefields may put searchers at risk due to the possible presence of unexploded ordnance or other hazardous materials. In addition, there may be legal or other restrictions regarding the exploration of such sites or wrecks. Searchers should contact appropriate officials before undertaking exploration efforts.

Private researchers are urged immediately to contact the public affairs office of the nearest military base or naval installation if human remains or hazardous materials are discovered. In such cases, search efforts should be discontinued until official clearance has been obtained.

B. METHODOLOGY I: WHERE THE NAME OF THE MISSING SERVICEMEMBER IS KNOWN

Step 1 - Obtain available personnel records

To research an MIA incident when the missing individual's NAME is known, the first step is an inquiry of the National Personnel Record Center (NPRC), St. Louis, MO. Within limits imposed by the Privacy Act, the contents of NPRC's records regarding 'missing-declared deceased' individuals are available to official researchers, next of kin, and (to a lesser degree) the general public. Public access to these records generally requires a written request; urgent official requests will be accepted by telephone. Requesters should cite the date of birth of the individual if possible, service number or social security number where known, and (as to next of kin) relationship with the missing individual. NPRC records include:

- Individual Personnel ('201') Files and Service Records for all military and naval members, 1941-1975.

--In addition to personal data, these records will identify all units in which the individual served; promotions, training, and awards received; the imposition of disciplinary action, if any; and, in particular, the date of loss and the unit of assignments at the time.

--Exceptions: "Approximately 80 percent of the records of Regular Army officers and enlisted men separated after June 30, 1917, and before December 31, 1969, were destroyed." Partial reconstruction can be accomplished from collateral material (see below).

- Individual medical and dental records, including charts and x-ray plates in many cases.
- Collateral materials, including unit morning reports, muster and sick call lists, sailing diaries, and similar personnel-related files.

These materials can be used in turn to access unit-related materials held by other repositories.

Step 2 - Search federal repositories

Given the name of the individual and the unit of assignment at the time of loss, researchers can obtain further assistance by contacting the agencies referenced in the body of this handbook. Each search effort should be tailored to the needs of the case (see compilation section); however, the major repositories likely to be useful immediately are indicated below.

U.S. Army

- U.S. Army Military History Institute, Carlisle Barracks, PA

--Major repository for unit histories, reports, and related historical narrative materials.

--Large collections of personal papers, diaries, photos, maps, and charts.

- National Archives, Washington, DC

--Major repository for unit historical materials, including after-action reports, war diaries, etc., including casualty affairs records of the Quartermaster Corps.

--Large collections of photos, maps, charts, etc.

--Some casualty-related electronic data bases from the Vietnam War period.

Substantial holdings related to World War II U.S. POWs and Axis prison camps.

- U.S. Army Aviation Command, St. Louis, MO

--Hold assignment/disposition records for U.S. Army aircraft, c. 1952-1975; loss date is required.

U.S. Army Air Forces and U.S. Air Force

- Air Force Historical Research Agency, Maxwell AFB, AL

--Major repository for unit historical narratives, mission reports, operational summaries, personal papers, and other records.

--Holds assignment/disposition records for USAAF/USAF aircraft, 1941-1975; acft serial is required.

--Substantial World War II Missing Aircrew and Escape and Evasion Reports collections.

- National Archives, Washington, DC

--Substantial holdings of USAAF unit historical records, mission reports, operational summaries, and organizational materials.

--Holds World War II Missing Aircrew Reports and indexes (duplicate microfilm copies at AFHRA), along with other casualty affairs records of the Quartermaster Corps.

--Large collections of photos and motion picture film, maps, charts, etc., 1941-1960.

--Substantial holdings related to World War II U.S. POWs and Axis prison camps.

- Air Force Safety Agency, Norton AFB, CA

--Accident and Non-combat operational aircraft loss records, 1941-1975; date of loss required.

U.S. Navy

- Naval Historical Center, Washington, DC

--Major repository for ship and shore station records, historical narratives, diaries and deck logs, etc.

--Substantial holdings of photos, maps, and charts.

- National Archives, Washington, DC

--Substantial holdings of command and unit records, including BuPers casualty records, ship and shore station reports, diaries and deck logs.

--Substantial holdings of photos, maps, and charts.

--Substantial holdings related to World War II U.S. POWs and Axis prison camps.

U.S. Marine Corps

- Naval Historical Center, Washington, DC

--Major repository for ship and shore station records, historical narratives, diaries and deck logs, etc.

--Substantial holdings of photos, maps, and charts.

- National Archives, Washington, D.C.

--Substantial holdings of command and unit records, including BuPers casualty records, ship and shore station reports, diaries and deck logs, etc.

U.S. Coast Guard (1942-1945 only)

- Naval Historical Center, Washington, DC

--Major repository for ship and shore station records, historical narratives, diaries and deck logs, etc.

--Substantial holdings of photos, maps, and charts.

- National Archives, Washington, DC

--Substantial holdings of command and unit records, including BuPers casualty records, ship and shore station reports, diaries and deck logs, etc.

C. METHODOLOGY II: WHERE THE IDENTITY OF REMAINS IS NOT KNOWN

Step 1 - Obtain and Compile Data

Given the uncertainty likely to surround the discovery of unidentified remains, it is important to obtain as much collateral information as possible. The following guidelines will help in this process:

- Give geographic coordinates of the site.

--*Terrestrial*. For ground sites, include all available detail regarding location and environment; provide notes, annotated maps, photographs or sketches of site layout, etc. Indicate limitations on access (e.g., nature of terrain, nearest road or trail, etc).

--*Marine*. For underwater sites, indicate water depth and describe any site accessibility issues (e.g. currents, visibility limits, etc).

- Identify the apparent nature of the site.

--Ground combat

--Aircraft crash

--Shipwreck

--Other or unknown

• Where appropriate, record or summarize eye-witness accounts. Local records can also be useful; county and state historical societies, newspaper files, and veterans groups can be of assistance, particularly in the case of older crash sites.

- Note physical or forensic evidence that would indicate or suggest the branch of service and time frame regarding the unidentified service member.

- Any remnant rank insignia, characteristic uniform accouterments, or clothing items.

- The presence of categorizable personal equipment (e.g., flight survival gear, pack or personal shelter materials, utensils or canteens, ammunition bandoleers).

- Note whether weapons or other equipment that may suggest the status of the individual were found [e.g., a sidearm or other equipment item that can be compared with standard unit Tables of Organization and Equipage (TO&E)].

- Describe any details that may assist in identifying the military unit or organization, aircraft type, or naval vessel involved.

- For ground actions, indicate the nature of any nonpersonal equipment or weaponry that may be present; giving such particular identification as may be possible. Photographs or sketches are particularly useful in this regard.

- For aircraft crash sites, look for airframe or engine serial numbers, markings (including call letters or numbers, identification codes, crew-applied nicknames, or trim colors), or characteristic structures that may be used to identify the aircraft type. Photographs are helpful, as even the letter style can provide useful clues to the unit or time frame involved.

- For shipwrecks, identify the name and/or type of vessel involved, along with evidence that may suggest the reason for the vessel's loss (e.g., combat damage).

Step 2 - Contact Historical Research Office of Appropriate Service

Using the compiled materials, determine the most likely branch of the military involved, and contact that Service's primary historical research office for further assistance.

"Methodology I" identifies these organizations.

APPENDIX B

LISTING OF ACRONYMS

ABMC	American Battle Monuments Commission
AFB	Air Force Base
AFHRA	Air Force Historical Research Agency
AFSA	Air Force Safety Agency
ARC	American Red Cross
AUL	Air University Library
AWC	Air War College
BNR	Body Not Recovered
BUPERS	Bureau of Personnel Records
CCS	Combined Chiefs of Staff
CHECO	Contemporary Historical Evaluation of Counterinsurgency Operations
CIA	Central Intelligence Agency
CMAOC	Casualty and Memorial Affairs Operations Center
CONUS	Continental US
DASD	Deputy Assistant Secretary of Defense
DDN	Defense Document Network
DFAS	Defense Finance & Accounting Service
DIA	Defense Intelligence Agency
DOD	United States Department of Defense
DOS	Department of State
DSN	Defense Switched Network
DTIC	Defense Technical Information Center
FOIA	Freedom of Information Act
FTS	Federal Telephone System
IDA	Institute for Defense Analyses
IRIS	Inferential Reference and Information System (AFHRA)
JAAG	United States Army Judge Advocate General
KIA	Killed in Action
LOC	Library of Congress
MAC	Military Airlift Command
MACR	Missing Air Crew Reports
MIA	Missing in Action
NARA	National Archives & Records Administration
NAS	Naval Air Station
NNL	Center for Legislative Affairs (NNL)
NNRC	Civil Reference Branch (NARA)

NNRM	Military Reference Branch (NARA)
NNRR	Suitland Reference Branch (NARA)
NNX	Center for Electronic Records (NARA)
NPRC	National Personnel Record Center
NSA	National Security Agency
OCLC	OnLine Computer Library Center
POW	Prisoner of War
SCAP	Supreme Commander for the Allied Powers
SECDEF	Secretary of Defense
SHAEF	Supreme Headquarters Allied Expeditionary Forces
SSAN	Social Security Account Number
TAPC	Total Army Personnel Center
USAAC	United States Army Air Corps
USAAF	United States Army Air Force
USAASC	United States Army Aviation Systems Command
USACMH	United States Army Center of Military History
USAF	United States Air Force
USAMHI	United States Army Military History Institute
WNRC	Washington National Records Center

APPENDIX C

**MIA-RELATED DIRECTIVES - WAR DEPARTMENT, 1942-1947
(LISTED IN CHRONOLOGICAL ORDER)**

- 1942 -

- WD Bull 14 (P.L. 490-77, Missing Persons Act)
- WD Cir 21 (Casualty reports)
- WD Cir 271 (Amendment to WD Cir 21, 1942; casualty reports)
- WD Cir 329 (Amendment to WD Cir 21, 1942; casualty reports)
- WD Cir 372 (Continuation of flight pay for MIAs)
- WD Cir 377 (MIA status presumed without 'positive evidence' of death)

- 1943 -

- WD Bull 2 (P.L. 848-77, amendment to Missing Persons Act)
- WD Cir 9 (Disposition of MIA effects)
- WD Cir 177 (Rescission of WD Cir 9, 1943; disposition of MIA effects)
- WD Cir 195 (Rescission of WD Cir 21, 1942 & amendments; revised casualty reporting procedures)

- 1944 -

- WD Cir 118 (Amendment to WD Cir 195, 1943; disposition of MIA effects)
- WD Cir 178 (Amendment to WD Cir 195, 1943; casualty reports)
- WD Cir 266 (Amendment to WD Cir 118, 1944 & WD Cir 195, 1943; casualty reports)
- WD Bull 14 (P.L. 408-78, amendment to Missing Persons Act)
- WD Cir 305 (Compilation of Missing Persons Act provisions - P.L. 490-77; amend'd P.L. 848-77; amend'd P.L. 408-78)
- WD Cir 320 (Amendment to WD Cir 195, 1943; casualty reports)
- WD Cir 373 (Rescission of WD Cir 195, 1943 and amendments; casualty reporting procedures)
- WD Cir 381 (Amendment to WD Cir 373, 1944; casualty reports)

WD Cir 406 (Amendment to WD Cir 373, 1944; casualty reports)

- 1945 -

WD Cir 2 (Rescission of WD Cir 373, 1944 and amendments; casualty reports)

WD Cir 52 (Missing civilians)

WD Cir 85 (Disposition of MIA effects)

WD Cir 142 (Amendment to WD Cir 2, 1945; casualty reports)

WD Cir 150 (Amendment to WD Cir 2, 1945; casualty reports)

WD Cir 157 (Amendment to WD Cir 2, 1945; casualty reports)

WD Cir 186 (Amendment to WD Cir 2, 1945; casualty reports)

WD Cir 237 (Amendment to WD Cir 2, 1945; casualty reports)

WD Cir 259 (Amendment to WD Cir 2, 1945; casualty reports)

WD Cir 285 (Customs treatment of MIA effects)

WD Cir 324 (Amendment to WD Cir 2, 1945; Casualty Rpts)

- 1946 -

WD Cir 28 (Amendment to WD Cir 85, 1945; disposition of MIA effects)

WD Cir 188 (Recission of WD Cir 2, 1945 and amendments; casualty reporting xfrd to AR 600-550, AR 40-590 (para. 2b4) and TM 12-240)

WD Cir 268 (Missing persons reporting procedures)

- 1947 -

WD Cir 104 (Amendment to WD Cir 268, 1946; casualty reporting)

WD Cir 123 (Amendment to AR 55-500 dtd 3JUL43; marine casualty reporting)

WD Cir 256 (Amendment to TM 12-240; death reports)

[War Dept renamed Dept of the Army on 17 SEP 47]