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1959

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250-8

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I N D E X

1959

MEMORANDUM NUMBER 1

Birth Data on Veterans Administration Inquiries

1

MEMORANDUM NUMBER 2

CORRESPONDENCE (RPR BR ONLY)

2

MEMORANDUM NUMBER 3

Preparation of USARCEN Form 622, Analyst Work Sheet (RPR BR ONLY)

3

MEMORANDUM NUMBER 4

Termination of Status Under Missing Persons Act

4

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HEADQUARTERS, DEPARTMENT OF THE ARMY
OFFICE OF THE ADJUTANT GENERAL
U. S. ARMY RECORDS CENTER
St. Louis 14, Missouri

RECOVERED PERSONNEL RECORDS BRANCH)

23 September 1959

MEMORANDUM NUMBER

4)

TERMINATION OF STATUS UNDER MISSING PERSONS ACT

1. Reference, Comment No. 2, 10 October 1958 from Chief, Comptroller Division, TAGO to CG USARGEN, TAGO, Subject: Review of Status Under the Missing Persons Act.

2. Confirming prior verbal instructions these procedures will be followed in future cases where applicable.

a. A termination date of status under the Missing Persons Act will be established for a person whose whereabouts is unknown while being carried in a non casualty status. The termination date will be date the veteran was last seen or accounted for while in a non casualty status.

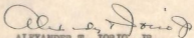
b. If a determination of death is not required, a statement will be made that no evidence is available to indicate the whereabouts or activities subsequent to the date the veteran is last seen or accounted for. Findings of death issued under previous determinations will be cancelled.

c. If a determination of death is required for official purposes, the date seven years from date last seen or accounted for will be used. Findings of death issued under previous determinations will be cancelled.

3. No action will be taken on previously determined cases solely to conform to these instructions unless the request is initiated by the Veterans Administration.

DISTRIBUTION:

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- 1 - C & D Sec SOP
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- File
- 1 - Adjutant's Office, USARGEN


ALEXANDER T. IORIO, JR.
Chief,
Recovered Personnel Records Branch

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HEADQUARTERS, DEPARTMENT OF THE ARMY
OFFICE OF THE ADJUTANT GENERAL
U. S. ARMY RECORDS CENTER
St. Louis 32, Missouri

RECOVERED PERSONNEL RECORDS BRANCH)

24 July 1959

MEMORANDUM NUMBER

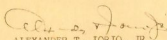
3)

PREPARATION OF USARCEN FORM 622, ANALYST WORK SHEET

1. Pending revision of the Branch SOP, the following pen and ink changes will be posted to 5-2 (Fig 41) (Front), 31 August 1955.
2. Add in Item 4 the key "MPAT" to represent the phrase "Status under the Missing Persons Act terminated".
3. In Item 6, to the phrases represented by the keys F and G, add the words "Evidence attached". Typists will type these added words on the USARCEN Form 632 without them appearing in the draft from the analyst.

DISTRIBUTION:

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File


ALEXANDER T. IORIO, JR.,
Chief,
Recovered Personnel Records Branch

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Authority AWD 883078

HEADQUARTERS, DEPARTMENT OF THE ARMY
OFFICE OF THE ADJUTANT GENERAL
U. S. ARMY RECORDS CENTER
St. Louis 14, Missouri

RECOVERED PERSONNEL RECORDS BRANCH)

17 March 1959

MEMORANDUM NUMBER

2)

CORRESPONDENCE GUIDES

1. Purpose: These guides are published as an aid to analysts and typists in completing composed replies and forms.

2. Background: a. A study of all replies from this Branch shows that in many instances a standard phrasing of a paragraph will suffice in preparing certain replies.

b. The attached guides have been prepared to save time and effort of analysts and typists. They contain only such items of phraseology most frequently used.

c. The pattern letters are for use where a standard type letter is acceptable but the usage is insufficient to justify a form letter.

d. This publication will remain under study and amendments will be made if any part becomes obsolete or if future observation shows other composed paragraphs or letters being used with such frequency to warrant insertion.

3. Applicability: Use of the standard phrases and pattern letters on these lists will depend on the provisions of the Standing Operating Procedures.

4. Procedures: These lists will be used as follows:

a. Analysts. By referring to these lists, analysts will recognize those standard statements used in replies to the various type inquiries. The indicated list and item numbers can be selected and inserted in drafts in the desired sequence. The following are examples:

(1) "List A-11 (a. Date) (b. Date)
(c. Date)."

(2) "List C-1 (a. Rank) (b. Date)
(c. Name) (d. Address) (e. Grade and Organization)
(f. Data) (g. Data)."

b. Typists. The typists can refer to the indicated list and item numbers shown on the draft and transcribe them filling in the blanks with the information furnished by the analysts.

5. Each clerk will be responsible for amending their own lists as they are published.

Alexander T. Iorio, Jr.

3 Incls
Lists A, B and C

ALEXANDER T. IORIO, JR.,
Chief,
Recovered Personnel Records Branch

DISTRIBUTION: C

AIDS TO PREPARATION OF VA FORM 3101 (Cont'd)
AIDS TO PREPARATION OF VA FORM 3101

ITEM

- Veteran is STANDARD PHRASE been last seen on (Date) after separation from the service of the Armed Forces of the United States.
1. See attached ARGEN Form 632 for verification of Philippine Army service.
 2. This recertification dated (Date) supersedes all prior certifications, (Date), which is the earliest date a determination for promotional use only, or the earliest date of submission for promotional use only, or the earliest date of submission for promotional use only.
 3. So much of any prior certification which conflicts with the above is superseded.
 4.
 - a. This case was redetermined positive due to correction of error of omission in preparation of prior report.
 - b. This case was redetermined positive due to correction of error of commission in preparation of prior report.
 - c. This case was redetermined positive due to receipt of new evidence received (Date).
 - d. This case was redetermined positive due to location of misplaced or lost records.
 - e. This case was redetermined positive due to a change in policy.
 - f. This case was redetermined positive due to a change in procedure.
 5. Information requested is not being furnished in view of the negative certification furnished (a. Date) on VA Form 3101 dated (b. Date).
 6. Evidence submitted is insufficient to warrant a change in prior certification dated (Date).
 7. Subject individual has no recognized guerrilla service, nor is there any record that he was a member of the Philippine Commonwealth Army in the service of the Armed Forces of the United States.
 8. Requested medical and/or clinical records are not available.
 9. Veteran is alleged to have died on (Date) after separation from the service of the Armed Forces of the United States.

AIDS TO PREPARATION OF VA FORM 3101 (Cont'd)

ITEM

STANDARD PHRASE

10. Veteran is alleged to have been last seen on (Date) after separation from the service of the Armed Forces of the United States.
11. Veteran was conclusively determined to have died on (a. Date). Earliest date of determination (or presumption) of death is (b. Date), which is the earliest date a determination (or presumption) was made, or the earliest date when evidence adequate to support such certification of death was received by this Department. Last date of entitlement to pay (c. Date).
12. Veteran was determined to have died on (a. Date). Earliest date of determination (or presumption) of death is (b. Date), which is the earliest date a determination (or presumption) was made, or the earliest date when evidence adequate to support such certification of death was received by this Department. Last date of entitlement to pay (c. Date).
13. Veteran is presumed to have died on (a. Date). Earliest date of determination (or presumption) of death is (b. Date), which is the earliest date a determination (or presumption) was made, or the earliest date when evidence adequate to support such certification of death was received by this Department. Last date of entitlement to pay (c. Date).
14. Earliest date of determination (or presumption) of death is (Date), which is the earliest date a determination (or presumption) was made, or the earliest date when evidence adequate to support such certification of death was received by this Department.
15. Information on file in this office indicates subject individual to be alive as of (a. Date). See attached copy of (b. Document).
16. The name (a. Name) appearing on the reconstructed guerrilla roster of (b. Organization) cannot be identified as pertaining to the subject.
17. The name (a. Name) appearing on the reconstructed guerrilla roster of (b. Organization) does not pertain to subject.

AIDS TO PREPARATION OF VA FORM 1101 (Cont'd)

INSTR

STANDARD PHRASE

18. The name of (a. Name) appears in the last reconstructed guerrilla roster of (b. Organization), which was recognized and ordered into the service of the Armed Forces of the United States on (c. Date). However, there is no record presently available in this office to indicate his activities during the period in question.
19. The name (a. Name) appearing on the reconstructed guerrilla roster of (b. Organization) is identified as pertaining to one (c. Name) whose next of kin is shown as (d. Name, relationship, and address). (NOTE: Use only when service has been certified to VA.)
20. The name (a. Name) appearing on (c) appearing on the reconstructed guerrilla roster of (b. Organization) at has been identified as pertaining to another individual.
21. The name of (a. Name) does not appear in any reconstructed guerrilla roster. However, he alleges in his PA AGO Form 23 that he joined (b. Organization) on (c. Date) and was present with his unit at (d. Place) from (e. Date) to (f. Date).
22. The name of (a. Name) does not appear on any reconstructed guerrilla roster. Furthermore, there is no record presently available in this office indicating his activities during the period in question.
23. From the records available in this office (a. Name) is determined to have been a member of the Philippine Army ordered into the service of the Armed Forces of the United States on (b. Date). His PA AGO Form 23 indicates that he was with (c. Organization) at (d. Place) from (e. Date) to (f. Date).
24. (a. Name) has not submitted sufficient evidence of membership with the Philippine Army. However, he alleges in his PA AGO Form 23 that he was inducted into the Armed Forces of the United States on (b. Date) and was present with (c. Organization) at (d. Place) from (e. Date) to (f. Date).

AIDS TO PREPARATION OF VA FORM 3101 (Cont'd)

ITEM

STANDARD PHRASE

25. (____ Name ____) has not submitted sufficient evidence of membership with the Philippine Army. Furthermore, there is no record presently available in this office indicating his activities during the period in question.
26. Although the name (a. ____ Name ____) appearing in the (b. ____ Type Roster ____) roster may pertain to the subject, it has been determined that he rendered no valid guerrilla service (c. ____ Proof attached ____). (NOTE: Proof will not be attached in Batasan Military District, ECIGA cases.)
27. The name of (a. ____ Name ____) appears in the reconstructed guerrilla roster of (b. ____ Organization ____) which was recognized and ordered into the service of the Armed Forces of the United States on (c. ____ Date ____). Records in this office indicate that he was present with his unit at (d. ____ Place ____) from (e. ____ Date ____) to (f. ____ Date ____).

AID TO PREPARATION OF CORRESPONDENCE (a)(4)

ITEM

STANDARD PHRASE

1. Q No record was found to show that (Name) served as a civilian employee of the Department of the Army in the Philippines during the period of World War II.
2. A review of the records disclosed that no change is warranted in the determination of status under the Missing Persons Act in this case, in which it was held that the Armed (Name) was entitled to arrears in pay from (Date) to (Date).
3. A review of the records confirms the determination of status under the Missing Persons Act, in which it was held that (Name) did not meet the requirements for entitlement to arrears in pay under the Act.
4. Since no record was found to identify (Name) as a civilian employee of the Department of the Army during the period of World War II, he is not entitled to any benefits under the provisions of the Missing Persons Act.
5. Since no record was found to identify your service as a civilian employee of the Department of the Army during the period of World War II, you are not entitled to any benefits under the provisions of the Missing Persons Act.
6. It is the policy of this office not to release official documents on file or copies thereof to individuals in response to requests of this nature.
7. In the administration of affairs relating to former members and alleged former members of the Philippine Commonwealth Army, it is the policy of this office not to furnish information such as you request, except to authorized government agencies.
8. The arrears in pay program for Philippine Commonwealth Army personnel, which included recognized guerrillas, terminated 31 December 1949. After that date the authority to determine or redetermine claims for such pay ceased to exist.
9. The official records and all evidence presented were examined. Unfortunately, no official record was found showing (Name) served as a member of the Philippine Commonwealth Army in the service of the Armed Forces of the

AIDS TO PREPARATION OF CORRESPONDENCE (Cont'd)

ITEM

STANDARD PHRASE

United States between 26 July 1941 and 30 June 1946. Further, the affidavits you presented are insufficient to meet the requirements established by the Department of the Army.

10.

No record was found to show that (Name) had any recognized guerrilla service, nor was he a member of the Philippine Commonwealth Army in the service of the Armed Forces of the United States. Therefore your request for decorations and awards may not be favorably considered.

INDEX - LIST C

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INDEX - LIST C (Cont'd)

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DECLASSIFIED
Authority AWD 883078

LIST C
ITEM 1--other 99

AGAR-RO 201

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under Claim Number WOC (s. _____ Number _____), a negative report in this case was made on (s. _____ Date _____). As requested by letter your office 6 February 1956 a corrected report is submitted.

At the request of (s. _____ Insert soldier's name _____) (s. _____ Insert current address _____) a review of the records was made. Sufficient evidence is now available to establish that he served as (s. _____ Insert USARV grade and organization _____) and was a prisoner of war in the Philippines from (s. _____ Date _____) to (s. _____ Date _____).

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

LIST C
ITEM 2-Mar 59

AGAR-DC 203

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under claim number WCU (s. Number), a negative report in this case was made on (s. Date). As requested by letter your office 6 February 1956 a corrected report is submitted.

At the request of (s. Insert name of a claimant other than soldier) (s. Insert correct address), a review of the records was made. Sufficient evidence is now available to establish that (s. Insert name of soldier) served as (s. Insert GRADE grade and organization), and was a prisoner of war in the Philippines from (s. Date) to (s. Date).

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

LIST 4
FORM 6-44-59
ITEM 3-44-59

FORM NO 231

To Former Soldier

Dear Mr. _____

I refer to your recent letter requesting reconsideration of your claim for prisoner of war benefits.

I am pleased to inform you that, after a review of the records, your claim was recertified to the Foreign Claims Settlement Commission, Washington 25, D. C.

Any further correspondence concerning this matter should be sent to that office.

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

AGAR-BC 201

To: Heart of Lin
[Faded address lines]

Dear _____:

I refer to your recent letter requesting reconsideration of your claim for prisoner of war benefits based on the service of your (s. Insert relationship), the late (s. Insert name of soldier).

I am pleased to inform you that, after a review of the records, your claim was recertified to the Foreign Claims Settlement Commission, Washington 25, D. C.

Any further correspondence concerning this matter should be sent to that office.

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

LIST C
ITEM 5--Mar 99

4045-20 201

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under claim number 500 (s. _____ number _____), a negative report in this case was made on (s. _____ date _____). As requested by letter your office 6 February 1956 a corrected report is submitted.

At the request of the Accredited Representative, The American Legion, Camp Murphy, Quezon City, Philippines, in behalf of (s. _____ insert name of soldier _____), (s. _____ insert current address _____) a review of the records was made. Sufficient evidence is now available to establish that he served as (s. _____ insert GRADE, grade and organization _____) and was a prisoner of war in the Philippines from (s. _____ date _____) to (s. _____ date _____).

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

LIST C
ITEM 6--Mar 59

AGAR-RC 201

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under Claim Number WCC (a. Number), a negative report in this case was made on (b. Date). As requested by letter your office 6 February 1956 a corrected report is submitted.

At the request of (c. Insert name of claimant other than soldier) (d. Insert current address), a review of the records was made. Sufficient evidence is now available to establish that (e. Insert name of soldier) served as (f. Insert USAFFE grade and organization) and was a prisoner of war in the Philippines from (g. Date) to (h. Date).

Sincerely yours,

DECLASSIFIED
Authority AW 883078

LIST C
FORM 7-Mar 59
1128 5-10-59

AGAR-RC 201

To Former Soldier

Dear Mr. _____:

I refer to a recent letter in your behalf from The Accredited Representative, The American Legion, Camp Murphy, Quezon City, Philippines, requesting reconsideration of your claim for prisoner of war benefits.

I am pleased to inform you that, after a review of the records, your claim was recertified to the Foreign Claims Settlement Commission, Washington 25, D. C.

Any further correspondence concerning this matter should be sent to that office.

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

LIST C
ITEM 6-Mar 99

AGAB-EC 201

To Next of Kin

Foreign Claims Settlement Commission
at 1111 Constitution Avenue, N.E.
Washington 25, D. C.

Dear _____:

I refer to a recent letter in your behalf from The Accredited Representative, The American Legion, Camp Murphy, Quezon City, Philippines, requesting reconsideration of your claim for prisoner of war benefits based on the service of your (a. insert relationship), the late (b. insert soldier's name).

I am pleased to inform you that, after a review of the records, your claim was recertified to the Foreign Claims Settlement Commission, Washington 25, D. C.

Any further correspondence concerning this matter should be sent to that office.

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

LIST C
ITEM 9-4149 59

AGAR-RC 201

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under Claim Number WCC (a. _____ Number _____), a negative report
in this case was made on (b. _____ Date _____).

At the request of (c. Insert name of soldier _____),
(d. Insert current address _____), a review
of the records was made. Sufficient evidence is now available to
establish that he served as (e. Insert USAFEE grade and
organization _____). However, that part of the report showing
he was not confined as a prisoner of war remains unchanged.

Sincerely yours,

DECLASSIFIED
Authority AWD 883078

GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

AGAD-21 201

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under Claim Number 100 (a.), a negative report
in this case was made on (b.).

At the request of (c. Insert name of claimant other than soldier),
(d. Insert current address), a review
of the records was made. Sufficient evidence is now available to
establish that (e. Insert name of soldier) served as
(f. Insert SERVICE grade and communication). However, that
part of the report showing he was not confined as a prisoner of war
remains unchanged.

Sincerely yours,

DECLASSIFIED
Authority NOV 883078

AGAS-BC 201

To Former Soldier

Dear Mr. _____:

I refer to your recent letter requesting reconsideration of your claim for prisoner of war benefits.

A review of the records revealed that you were a member of the Philippine Commonwealth Army in the service of the Armed Forces of the United States. However, your claim for confinement as a prisoner of war is not supported because your name is not listed on an official World War II prisoner of war roster. Accordingly, the prior report sent to the Foreign Claims Settlement Commission that you were not confined as a prisoner of war remains unchanged.

Sincerely yours,

DECLASSIFIED
Authority: AWD 88307P

LIST C
ITEM 12--Mar 59

AGAS-RC 201

To Next of Kin
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear _____:

I refer to your recent letter requesting reconsideration of your claim for prisoner of war benefits based on the service of your (a. Insert relationship), the late (b. Insert name of soldier).

A review of the records revealed that (a. Insert name of soldier) was a member of the Philippine Commonwealth Army in the service of the Armed Forces of the United States. However, your claim that he was confined as a prisoner of war is not supported because his name is not listed on an official World War II prisoner of war roster. Accordingly, the prior report sent to the Foreign Claims Settlement Commission that he was not confined as a prisoner of war remains unchanged.

Sincerely yours,

DECLASSIFIED
Authority AJD 883078

LIST C
ITEM 13--Mar 99

AGAR-RC 201

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under Claim Number WOO (s. Number), a negative report in this case was made on (s. Date).

At the request of The Accredited Representative, The American Legion, Camp Murphy, Queson City, Philippines, in behalf of (s. Name of soldier), (s. insert current address), a review of the records was made. Sufficient evidence is now available to establish that he served as (s. insert NEAPE grade and organization). However, that part of the report showing he was not confined as a prisoner of war remains unchanged.

Sincerely yours,

DECLASSIFIED
Authority AU 883078

LIST C
ITEM 14--Mar 59

AGAR-RC 201

Chairman
Foreign Claims Settlement Commission
of the United States
Washington 25, D. C.

Dear Sir:

Under Claim Number WCC (a. Number), a negative report in this case was made on (b. Date).

At the request of the Accredited Representative, The American Legion, Camp Murphy, Quezon City, Philippines, in behalf of (c. Insert name of claimant other than soldier) (d. Insert current address), a review of the records was made. Sufficient evidence is now available to establish that (e. Insert name of soldier) served as (f. Insert USAFFE grade and organization). However, that part of the report showing he was not confined as a prisoner of war remains unchanged.

Sincerely yours,

DECLASSIFIED
Authority NAV 883078

LIST C
ITEM 19-440r 59

CGAN-60 201

To former Soldier

Dear Mr. _____:

I refer to a recent letter in your behalf from The Accredited Representative, The American Legion, Camp Murphy, Quezon City, Philippines, requesting reconsideration of your claim for prisoner of war benefits.

A review of the records revealed that you were a member of the Philippine Commonwealth Army in the service of the Armed Forces of the United States. However, your claim for confinement as a prisoner of war is not supported because your name is not listed on an official World War II prisoner of war roster. Accordingly, the prior report sent to the Foreign Claims Settlement Commission that you were not confined as a prisoner of war remains unchanged.

Sincerely yours,

DECLASSIFIED
Authority AJAJ 883078

LIST C
ITEM 16--Mar 59

AGAR-RC 201

To Next of Kin

Dear _____:

I refer to a recent letter in your behalf from the Accredited Representative, The American Legion, Camp Murphy, Quezon City, Philippines, requesting reconsideration of your claim for prisoner of war benefits based on the service of your (a. Insert relationship), the late (b. Insert name of soldier).

A review of the records revealed that (c. Insert name of soldier) was a member of the Philippine Commonwealth Army in the service of the Armed Forces of the United States. However, your claim that he was confined as a prisoner of war is not supported because his name is not listed on an official World War II prisoner of war roster. Accordingly, the prior report sent to the Foreign Claims Settlement Commission that he was not confined as a prisoner of war remains unchanged.

Sincerely yours,

DECLASSIFIED

Authority AWD 882078

HEADQUARTERS, DEPARTMENT OF THE ARMY
OFFICE OF THE ADJUTANT GENERAL
U. S. ARMY RECORDS CENTER
St. Louis 14, Missouri

RECOVERED PERSONNEL RECORDS BRANCH)

12 February 1959

MEMORANDUM NUMBER

1)

BIRTH DATA ON VETERANS ADMINISTRATION INQUIRIES

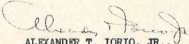
1. Reference, Letter 28 January 1959 from Manager, Veterans Administration Regional Office, APO 928, San Francisco, California, to Area Field Director, Area #5, Veterans Administration Central Office, Washington 25, D. C., Subject: VA Form 3101 -- Verification of Date of Birth.

2. Recovered Personnel Records Branch Memorandum Number 12, 20 October 1958, Subject: Birth Data on Veterans Administration Inquiries, is rescinded.

3. Effective this date it is no longer a requirement to verify birth data on Philippine Army, USAFFE or Guerrillas service verifications unless a specific request is made for such information in item 21 of the VA Form 3101.

4. The Veterans Administration Manila Regional Office will continue to enter birth data in items 10 and 11 of the VA Form 3101 for the benefit of this office in establishing identity.

DISTRIBUTION: SOP


ALEXANDER T. IORIO, JR.,
Chief,
Recovered Personnel Records Branch

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Authority AUSA 88307P

220/8 (HP) REPLICATION REFERENCE SET
Date 31 Dec 99
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Authority ~~AW 5~~ 88307P

EN 679 ACKNOWLEDGEMENT PHIL COM ARMY RECOG GRLA