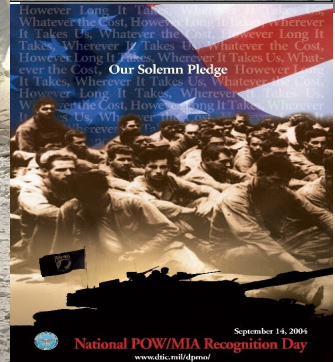
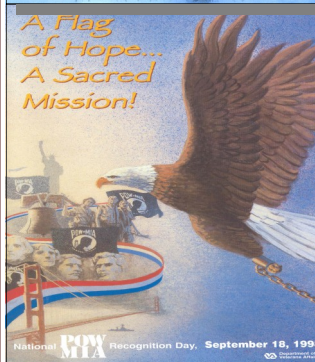
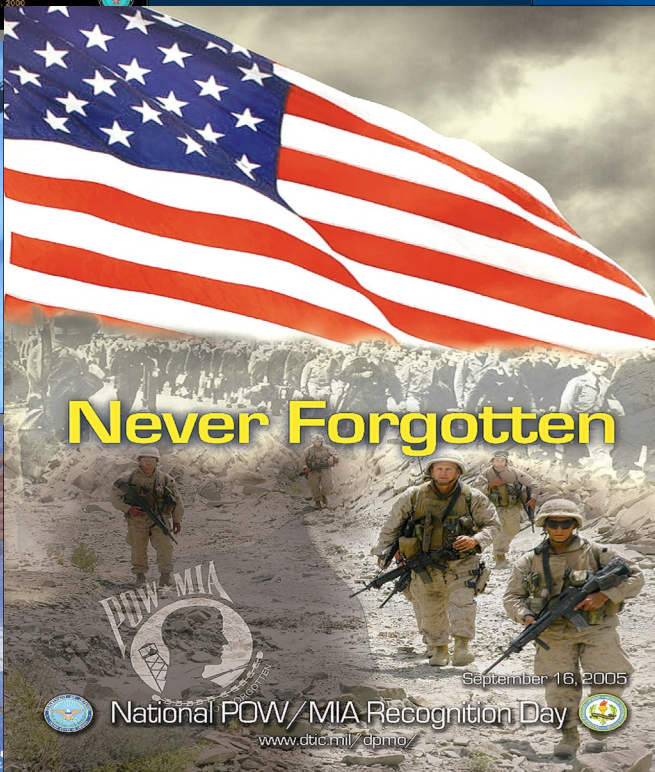
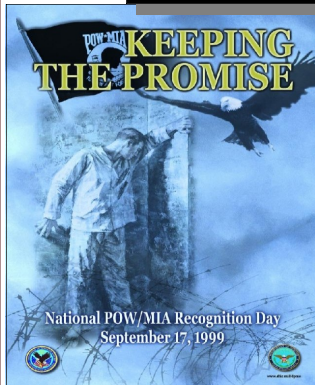
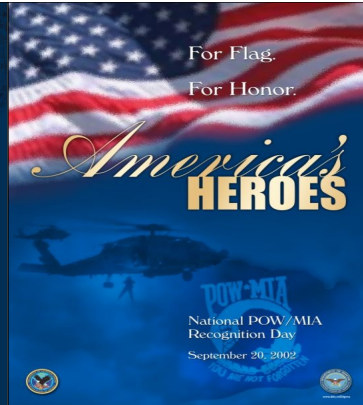
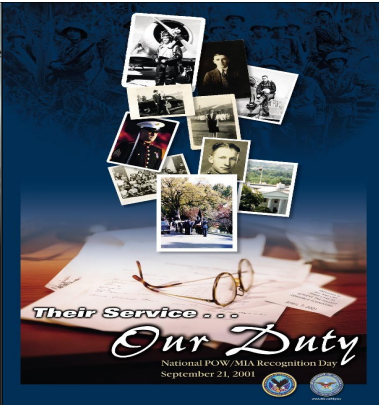
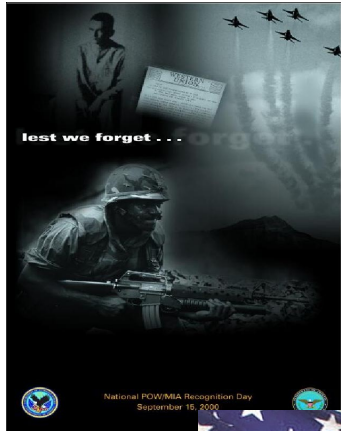




New Family Member Orientation Handbook



Defense POW/Missing Personnel Office
2600 Defense Pentagon
Washington, DC 20301-2600
<http://www.dtic.mil/dpmo>

The Road to Understanding the POW/MIA Issue

Welcome

Dear New Family Member,

This handbook is tailored for family members that recently have become aware of Department of Defense efforts to obtain the fullest possible accounting for Americans missing in service to our Nation. Enclosed is information on a number of topics presented to assist you in learning more about the government's work to account for your missing loved one. Our objective is to familiarize you with all of the organizations and specialists that are working to resolve the POW/MIA issue.

Keeping the Promise is our pledge to you. Simply put, we exert every effort to find, identify and return missing Americans to their loved ones. Our promise to you is that we will ensure you are a full partner in this humanitarian effort.

As it stands today, there are more than 73,000 missing from World War II, over 8,000 missing from the Korean War, more than 120 missing from the Cold War, and more than 1,600 missing from the Vietnam War. Although, there are 18,000 active family members represented in our data bases, we continue to explore new and innovative ways to reach new families. Your help is essential; *please help to spread the word!*

We solicit your comments and suggestions to make this document a valuable resource for all family members. We hope you are able to gain insight and understanding of our challenges and commitment, and unrelenting resolve on this issue.

Sincerely,

The Family Support Team

Defense Prisoner Of War/Missing Personnel Office

Introduction

Main Heading

The *New Family Handbook* follows a building block approach to impart a better understanding of the POW/MIA accounting issue.

First, we describe the numerous government agencies and constituencies involved; the mission of each; and how all are interrelated.

Second, we briefly address the recovery and identification processes and factors that must be considered in our mission to account for your loved one.

Third, we introduce you to the most important contact you have in the government, your Casualty Officers. These specialists are a family's primary conduit for communicating with the various government agencies involved in POW/MIA accounting.

Fourth, we discuss the bereavement many family members experience, and when, where, and how a family member can seek support.

We also offer basic research tools for the novice researcher interested in exploring complex, colossal store houses of historical documents such as the National Archives and Records Administration (NARA) and the Library of Congress (LOC).

Lastly, we present a section on frequently asked questions and provide a list of acronyms that are commonly used within the government, all in an effort to assist families in understanding their government's actions and methods of operating with regard to this special issue.

Contents

Who's Who in the POW/MIA Issue?.....	Page 5
Global Effort	Page 6
DPMO	Page 7
JPAC.....	Page 8
Stony Beach	Page 9
LSEL	Page 10
AFDIL.....	Page 11
DNA in the Identification Process	Page 12
Chart of Eligible DNA Donors	Page 13
Remains Identification Process.....	Page 14
Identification Puzzle	Page 15
The Casualty Offices.....	Page 16
Contacting Your Casualty Office	Page 17
Communications	Page 18
Family Locations	Page 19
Family Updates	Page 20
Annual Government Briefings.....	Page 21
Bereavement and Grief	Page 22
Bereavement Resources	Page 23
Honoring Our Missing.....	Page 24
Archives	Page 25
Researching Your Case (Appendix A)	Page A-1
Frequently Asked Questions (Appendix B).....	Page B-1
Acronyms (Appendix C).....	Page C-1

Who's Who in the POW/MIA Issue?



As one will note, Constituents are extensive and they interact on many different levels. On pages 7 through 13 is information on some of the agencies involved in the U.S. Government's POW/MIA accounting efforts.

Global Effort



Personnel Accounting is a global effort. The red stars on the above world map, depict locations around the globe where we find loss sites.

Defense POW/Missing Personnel Office (DPMO)

<http://www.dtic.mil/dpmo>



Mission: *Lead the national effort to prepare DoD personnel for possible isolation and rescue; recover and identify those lost during our nation's past, present, and future conflicts; and ensure our personnel, their families, and the American people are fully informed.*

Vision: *A transparent, mission-focused organization employing an integrated approach to increasing capabilities and effectiveness through more efficient practices and processes.*

Joint POW/MIA Accounting Command (JPAC)

<http://www.jpac.pacom.mil>



A Joint Recovery Operation



An identification in progress



Mission: *The Joint POW/MIA Accounting Command (JPAC) conducts operations in support of achieving the fullest possible accounting of Americans missing as a result of the nation's past conflicts. JPAC personnel, along with other U.S. and foreign specialists, search for, recover, and identify remains of Americans unaccounted-for from the Persian Gulf War, the Vietnam War, the Cold War, the Korean War, and World War II. JPAC also performs other humanitarian missions to recover and identify individuals, as directed by Pacific Command. JPAC was formed from the merger of the Army's Central Identification Laboratory, Hawaii (CILHI), and the PACOM's Joint Task Force-Full Accounting (JTF-FA).*

Defense Intelligence Agency (Stony Beach)



Witness Interview



Mission: *The Defense Intelligence Agency (DIA) maintains a program dedicated solely to Vietnam War accounting, commonly referred to as “Stony Beach.” This team of investigative experts provides direct support to the Joint POW/MIA Accounting Command and DPMO by interviewing people in Vietnam, Laos, Cambodia, and the United States. They investigate both “last known alive” cases and first-hand “live sighting” reports. Their work interviewing witnesses contributes significantly to the oral history program.*

U.S. Air Force's Life Sciences Equipment Laboratory (LSEL)



Scientists analyze equipment found at a crash site



Mission: *To provide scientific analyses of aircraft and military equipment recovered at loss sites to help determine if an individual survived or died. They evaluate artifacts such as aircraft ejection seats, helmets, parachutes, and other life support equipment.*

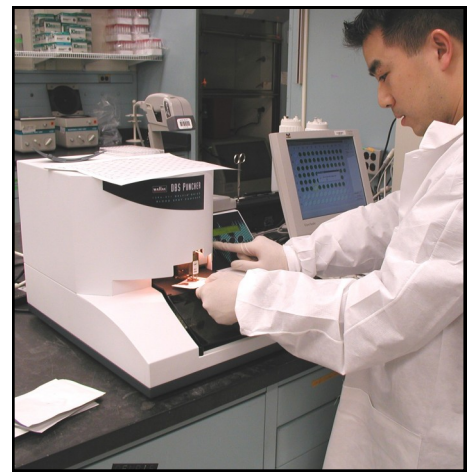
Armed Forces DNA Laboratory (AFDIL)

<http://www.afip.org/consultation/AFMES/AFDIL/index.html>

(Click on DNA Identification Laboratory)



A DNA analyst at work



Testing a family reference sample



Mission: *To provide worldwide scientific consultation, research, and education services in the field of forensic DNA analysis to the Department of Defense and other agencies. To provide DNA reference specimen collection, accession, and storage of United States military and other authorized personnel.*

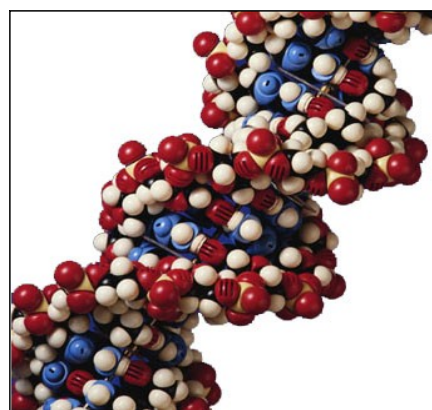
DNA in the Identification Process

Mitochondrial DNA (mtDNA) is a valuable tool that provides additional forensic evidence to support the identification process for remains of unaccounted-for Americans from the Vietnam War, the Cold War, the Korean War, and World War II. Since mtDNA is inherited through the maternal lineage and does not change across dozens of generations, it is possible that some individuals may have a similar or identical mtDNA sequence.

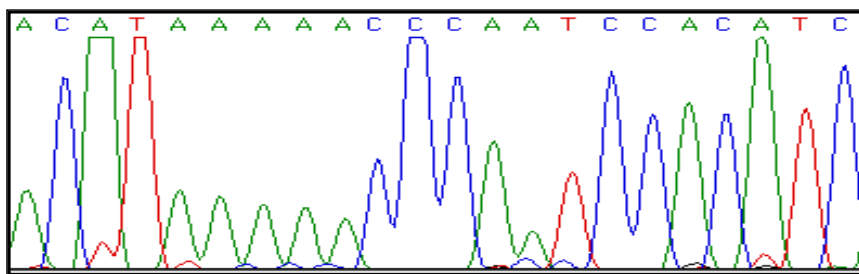
Therefore, mtDNA must be used in conjunction with other forensic and circumstantial evidence. However, new and improved technologies continue to refine and strengthen the use of mtDNA as an identification tool.

AFDIL scientists use maternal family member's mtDNA reference samples (FRSs) to compare to the mtDNA sequences obtained from recovered skeletal and dental remains. The results are provided to JPAC's scientific staff for inclusion in the case analysis.

All eligible maternal family members are strongly encouraged to provide a mtDNA FRS to assist the AFDIL and JPAC scientists in this critical work. FRSs are usually obtained from a simple swabbing of the inner cheek of a donor. Family members of unaccounted-for American service members should contact their respective casualty office for directions on how to provide an FRS. **NOTE:** For Air Force family members only, please contact the Air Force Mortuary Office, at 800-531-5803, for information regarding providing FRSs.

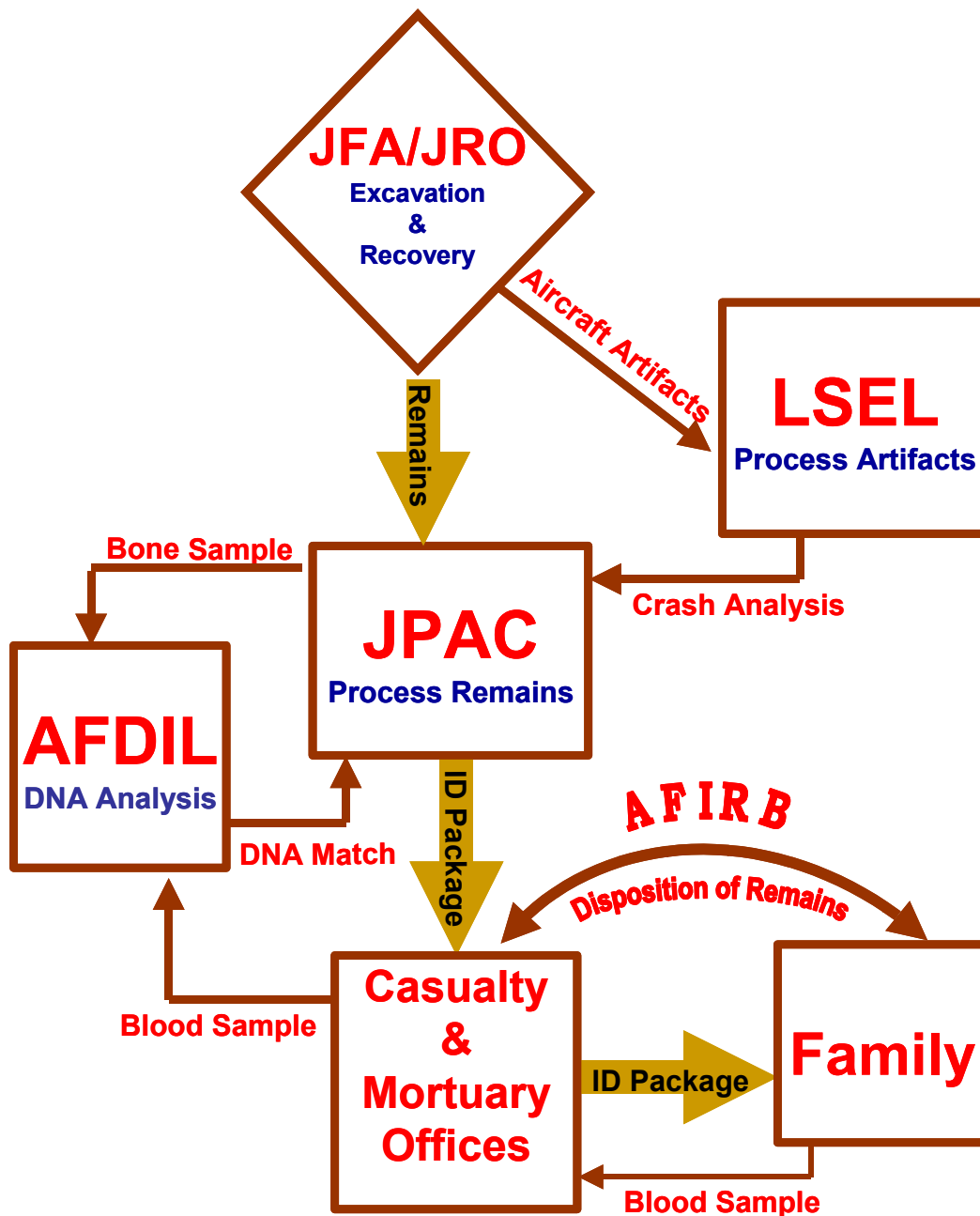


A DNA Model



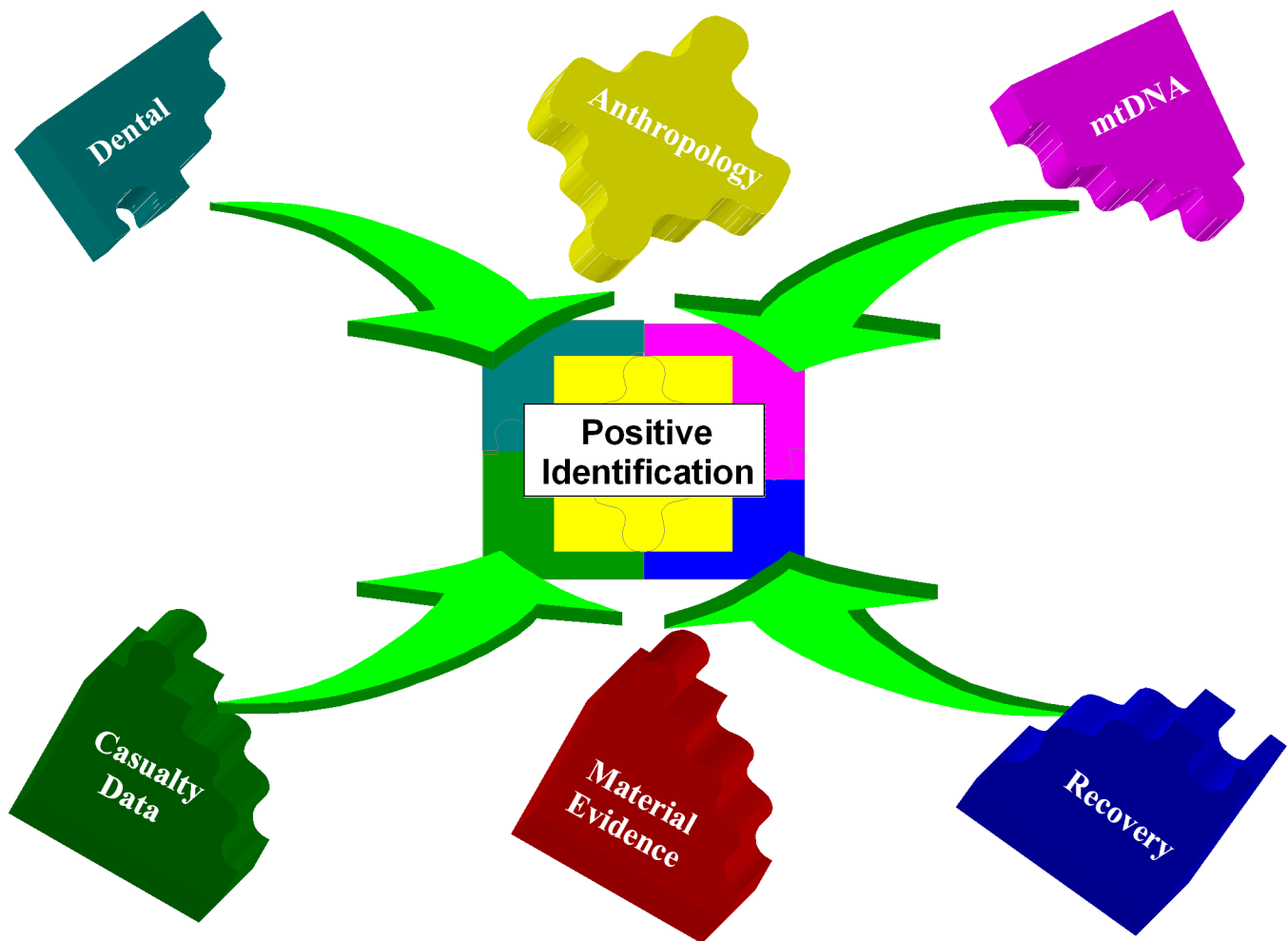
An example of an mtDNA sequence

Remains Identification Process



The process of identification is depicted above.

Identification Puzzle



Much like a puzzle, many different pieces of evidence have to fit together to enable experts to make an identification.

Casualty Offices



Navy Casualty Officer explains information to a family member



Air Force Casualty Officer answering a family member's questions



Army Casualty Officer discussing a case with a family member



Marine Corps Casualty Officer speaking with a family member

The Casualty Offices are the primary liaison between families and the government agencies involved in POW/MIA accounting. These professional men and women, both uniformed and civilian, are experts at finding and explaining information requested by family members.

Contacting Your Casualty Office



ARMY

U.S. Army Human Resources Command (800) 892-2490
Attn: CMAOC/PCRB
1600 Spearhead Division Ave, Dept #450
Fort Knox, KY 40122-5405
https://www.hrc.army.mil/site/Active/TAGD/CMAOC/NavigationPages/nav_PCRB.htm



NAVY

Navy Casualty (800) 443-9298
Casualty Assistance Division (OPNAV N135C)
POW/MIA Branch
5720 Integrity Drive
Millington, TN 38055-0621
<http://www.public.navy.mil/bupers-npc/support/casualty/Pages/NavyPOW-MIA.aspx>



MARINE CORPS

Headquarters, U.S. Marine Corps (800) 847-1597
Manpower and Reserve Affairs (MRC)
3280 Russell Road
Quantico, VA 22134-5103
http://www.manpower.usmc.mil/portal/page/portal/M_RA_HOME/MF/PERSONNEL/Casualty/POW%20MIA%20Accountability



AIR FORCE

USAF Missing Persons Branch (800) 531-5501
550 C Street West, Suite 15
Randolph AFB, TX 78150-4716
<http://www.afpc.af.mil/library/airforcepowmias.asp>



STATE DEPARTMENT

Overseas Citizens Services, U.S. Department of State (202) 647-5470
SA-29, 4th Floor
2201 C Street, NW
Washington, DC 20520

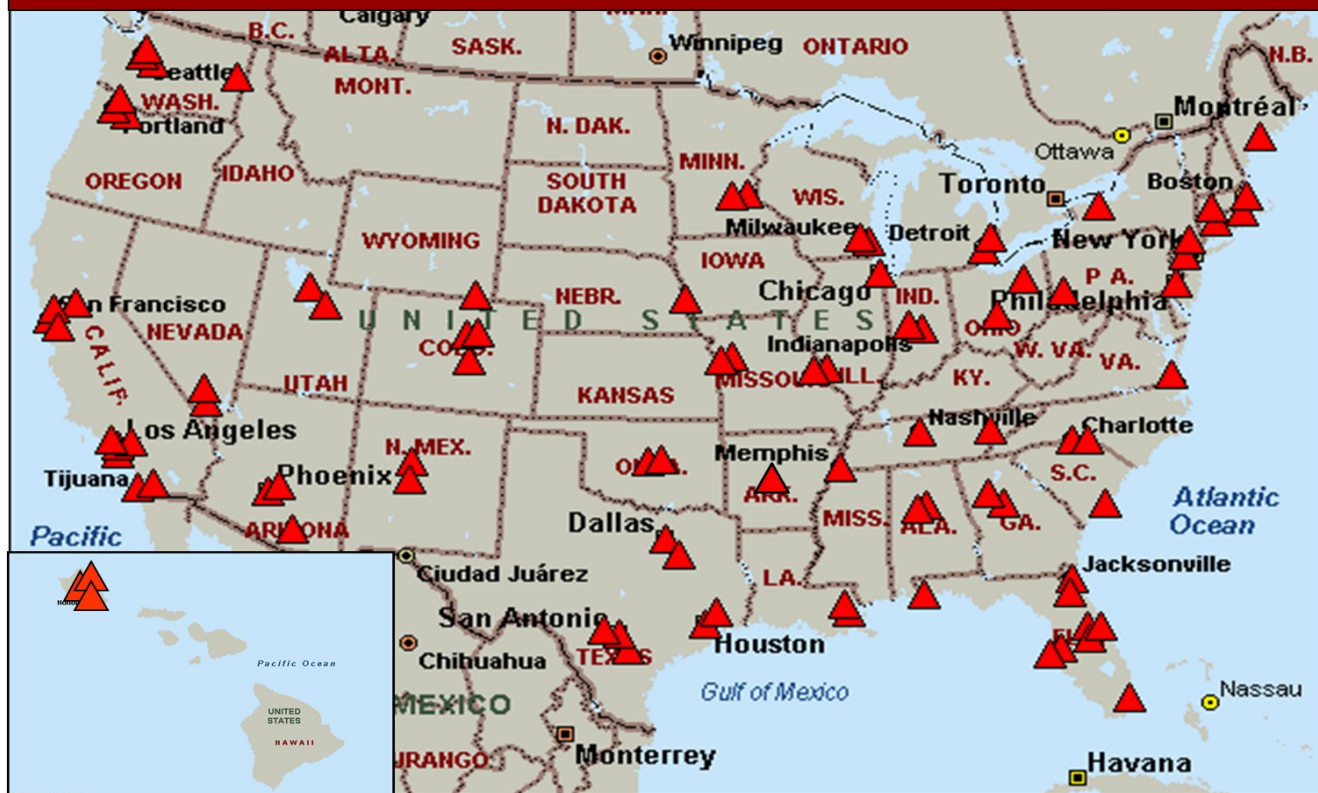
Communications



The Casualty Offices are families' primary points of contact for requesting information regarding government efforts to recover their unaccounted-for family member.

Family Updates

Family Update Locations 1995 through 2012



Upcoming Family Updates

Dates and locations are subject to change

February 25, 2012 Dallas, TX
May 19, 2012 Indianapolis, IN
August 18, 2012 Providence, RI
September 15, 2012 Marshalltown, IA

Annual Government Briefings

Annual Government Briefings are designed to provide families with the latest POW/MIA accounting information. They are held annually in Washington, DC. Family members of unaccounted-for Americans from the Vietnam War era receive their briefings in June in conjunction with the annual meeting of the National League of Families of American Prisoners and Missing in Southeast Asia. The annual briefing for families of unaccounted-for Americans from the Korean and Cold Wars is hosted by DPMO and has been held at various times over the years.



Family members visit the Vietnam Veterans Memorial during Annual Government Briefings in Washington, DC

COINCIDENTAL TRAVEL (COIN ASSIST)

Family members may be eligible to receive travel assistance from the U.S. Government. The program, also known as “COIN ASSIST,” covers the cost of roundtrip airline tickets for up to two family members for each unaccounted-for American so they may attend the annual briefings. Families should contact their respective casualty office to see if they qualify (see page 17).

Future Annual Government Briefings

**2012 Korea/Cold War
Annual Government Briefings.....Apr 19-20, 2012**

**2012 Southeast Asia
Annual Government Briefings.....Jun 14-16, 2012**

Bereavement and Grief

How To Know If You Need Extra Help With Your Grieving

Grief is painful and everyone who grieves can use a helping hand and a listening ear. But how do you know if you would benefit from a little extra help from an expert in loss and bereavement issues? What clues might indicate you may want to pursue extra care?

Here are ten questions to ask yourself about various aspects of your grief. Any grieving person might experience these briefly, but if they continue over time, it's probable that you may need to talk to someone knowledgeable about grieving... if only to reassure yourself that you're on the right path.

1. Are you *always* irritable, annoyed, intolerant or angry these days?
2. Do you experience an *ongoing sense* of numbness or of being isolated from your own self or from others? Do you usually feel that you have no one to talk to about what's happened?
3. Since your loved one died, are you *highly* anxious *most* of the time about your own death or the death of someone you love? Is it beginning to interfere with your relationships, your ability to concentrate or live as you would like to live?
4. Do you feel that you are *always* and *continually* preoccupied with your missing loved one, his/her death/certain aspects of it even though it's been several months or even years since his or her death?
5. Do you *usually* feel restless or in "high gear"? Do you feel the need to be constantly busy... beyond what's normal for you?
6. Are you afraid of becoming close to new people for fear of losing again?
7. Do you find yourself acting in ways that might prove harmful to you over time: drinking more than you used to; using more prescription or non-prescription drugs; engaging in sexual activity that is unsafe or unwise; driving in an unsafe or reckless manner (beyond what's normal for you); or entertaining serious thoughts about suicide?
8. Are you taking on too much responsibility for surviving family members or close friends? (What's too much responsibility?) That varies greatly and depends on the situation, and the person, but if you're feeling heavily burdened by it, angry or feel like the situation is "suffocating" you, it may be time to speak with someone.)
9. Do your grief reactions continue, *over time*, to be limited in some way? Are you experiencing only a few of the reactions or emotions that usually come with grief? Are you unable to express your thoughts or feelings about your loved one and his or her death in words or in actions? Do you remember only certain aspects of your loved one or your relationship together, for example only the good parts as opposed to a more complete and balanced view of him or her?
10. Is there some aspect of what you're experiencing that makes you wonder about whether you're normal or going crazy? Do you feel stuck in your grief in some way, unable to move on, even though it's been some time since your loved one's death?

Beyond these ten signs, trust your own judgment. If you think talking to a professional may help, talk to one or more people to see who you are comfortable with, and take advantage of one who seems helpful to you. Grief is painful and one should not have to go it alone. The following page lists some possible sources of help you may wish to contact.

Bereavement Resources

- ❖ American Counseling Association
5999 Stevenson Avenue
Alexandria, Virginia 22304
703-823-9800, 800-347-6647
www.counseling.org

- ❖ American Psychological Association
750 First Street NE
Washington, DC 20002-4242
202-336-5500, 800-374-2721
www.apa.org

- ❖ National Association of Social Workers
750 First Street, Suite 700
Washington, DC 20002-4241
202-408-8600, 800-638-8799
www.socialworkers.org

- ❖ Tragedy Assistance Program for Survivors, Inc.
National Headquarters, 910 17th Street NW, #800
Washington, DC 20006
202-588-8277, 800-959-8277
www.taps.org/grief/

The organizations listed on this page are representational only and their listing is not intended to indicate endorsement by the Department of Defense over any other organization.

Honoring Our Missing

“The Missing Man Table”



- ❖ *The table is round...to show the everlasting concern for the men still missing.*
- ❖ *The cloth is white...symbolizing the purity of their motives when answering the call to duty.*
- ❖ *The single red rose...displayed in a vase, reminds us of the life of each of the missing, and their loved ones and friends who keep the faith, awaiting answers.*
- ❖ *The vase is tied with a red ribbon...a symbol of the continued determination to account for the missing.*
- ❖ *A slice of lemon...on the bread plate is to remind us of the bitter fate of those captured and missing in a foreign land.*
- ❖ *A pinch of salt... symbolizes the tears endured by those missing and their families who seek answers.*
- ❖ *The glass is inverted...to symbolize their inability to share the toast.*

Archives

Please refer to Appendix A



An archivist at work in the NPRC in St. Louis



NARA II in College Park, MD



The Library of Congress



The Bush Presidential Library



Typical Archival Facility

Appendix A

Basic Research Information For Family Members of Unaccounted-for Americans

A. Overview on Conducting Research on Prisoners of War/Missing in Action (POW/MIA)

1. The key to researching information about a particular POW/MIA case is to have available as much basic information as possible on the individual, the loss incident, and any post incident reporting.
 - a. Individual personal information means: full name; nickname; branch of service; rank; service number; race; height; weight; hair and eye colors; a photograph as close as possible to the date of loss; any distinguishing characteristics; medical and dental records; and a nuclear or mitochondrial DNA reference sample.
 - b. Incident information includes: date; location; description of incident; loss vehicle (if any); others in incident and their status; and any known witnesses.
 - c. Post incident reporting includes: any information from incident witnesses; subsequent sightings or hearsay from returned POWs or indigenous personnel; physical evidence; and U.S. and/or foreign military; civic; or other documentation.
2. DPMO, the Joint POW/MIA Accounting Command (JPAC), and the individual Casualty Offices maintain most of the information in individual casualty files. Networking with other family members whose loved ones were lost in the same incident or area is a valuable way of locating additional information that may not be in the official case files.
3. The U.S. Government Repository that houses personal information about the individual's service history is the National Personnel Records Center (NPRC), 9700 Page Avenue, St. Louis, MO, where all service records are filed and stored. The first step in obtaining the service record of your loved one is to fill out an SF -180, (obtain from NPRC's website) via the Internet (see address on

the attached list). If you don't have Internet access, call the service branch at NPRC and leave a message with the serviceman's name and your mailing address. It is important to let them know if the request for information relates to an ongoing medical emergency.

4. The primary U.S. Government repository that houses general and specific military information about the individual's unit, its actions, and its history is the National Archives and Records Administration (NARA). NARA is actually a collection of repositories that include the main Archives in Washington, DC; NARA II in College Park, MD; the Washington National Records Center in Suitland, MD; most of the Presidential Libraries; and several regional repositories. NARA has the preponderance of its records organized in "Record Groups" according to the organization that originated them. The more precise you can be in identifying the organization and dates, the more successful you will be finding the records for which you are searching. NARA is not resourced to do the research for you, but they will assist you in getting started. To assist researchers in doing POW/MIA research at its facilities, NARA has published several Reference Information Papers (booklets) on American POWs and Missing in Action Personnel from World War II, the Korean War, the Vietnam War, and the Cold War. You may obtain these directly from NARA, for a nominal fee.
5. Other potential domestic repositories that may contain information relating to the loss incident, the individual, or his/her unit, include the Service History Offices and Museums (list attached), and local university and public libraries. Many of these facilities have "Special Collections" of individuals who left their personal papers to their university or hometown library.

B. Basic Steps in Conducting Research at any Repository (library; museum; archive; records center; etc.)

1. Identify the archives/facilities to be visited, and the subject areas to be researched.
2. Prior to traveling:
 - a. Contact the archivist/director by mail or phone. If this initial contact is by mail, follow it with a later phone call to ask if there is a finding aid or bibliography and, if so, request they mail you a copy.
 - b. Check to see if the collections' card catalogues are available on the Internet; a lot of research can be performed remotely before making a trip.

- c. Ask about the availability and cost of reproduction.
 - d. If a collection appears to contain only a few documents of possible interest, ask about the possibility of having someone there make copies and send to you. Also, ask if contract researchers are available on-site -- it may be possible to have someone in the area who's an expert in the specific war of interest or in military history do the research for you, and save you the cost of making the trip.
 - e. Ask about records on electronic or other non-paper media. Such records may be less expensive to buy a complete microfilmed collection, than to travel to a far-away library.
 - f. Ask about an inter-library loan or the ability of borrowing the material for a short time (to either review or copy).
3. Upon arrival:
- a. Talk to the local librarian/archivist and explain exactly what you are looking for in their holdings. Explain your objective/methodology; do not simply ask for POW/MIA-related items; ask for everything related to the specific war. (Remember, there may be important information dated well after the conclusion of hostilities.)
 - b. Also, ask about personal papers and manuscripts of individuals (military and civilian) whose papers could be of interest. Ask for suggestions for places to look. Don't forget about local newspapers and magazines; personal papers of local residents; unpublished manuscripts; theses and dissertations; and "vanity press" publications. If other researchers are there working in the same collection or area, ask them what they're working on, and don't be afraid to share information. Be specific; not restrictive.
 - c. Ask for the names of any in-house experts in military or the specific war-era history. They may have their own files of interesting materials in a collection. Also, ask for the names of any other researchers working on projects of the same era.
 - d. Keep exact records of where each document is located, in case the site/material needs to be visited again (or to look for associated materials); contacts made; material reviewed; materials copied or being forwarded; and any requirement to return to the archive. If appropriate, provide a copy to DPMO and the appropriate Casualty Office.

Key Facilities and Repositories

National Personnel Records Center

9700 Page Avenue
St. Louis, MO 63132-5100
(314) 801-0800 FAX: (314) 801-9195
Website: www.archives.gov/st-louis/indx.html

National Archives and Records Administration

National Archives II at College Park
8601 Adelphi Road
College Park, MD 20740-6001
(301) 837-2000 (Military Records Branch)
Website: www.archives.gov

Washington National Records Center

4205 Suitland Road
Suitland, MD 20746
(301) 778-1501

Library of Congress

101 Independence Ave, SE
Washington, DC 20540
(202) 707-5000
Website: www.loc.gov

Air Force Historical Research Agency

600 Chennault Circle, Bldg 1405
Maxwell Air Force Base, AL 36112-6424
(334) 953-2395

Harry S. Truman Presidential Library

500 West U.S. Highway 24
Independence, MO 64050-1798
(816) 268-8200
E-MAIL: truman.library@nara.gov

Dwight D. Eisenhower Presidential Library

200 SE 4th Street
Abilene, KS 67410-2900
(877) 746-4453
E-MAIL: eisenhower.library@nara.gov

U.S. Army Center of Military History

ATTN: DAMH-FPO
103 Third Avenue
Fort McNair, DC 20319-5058
(202) 685-2733
www.history.army.mil

John F. Kennedy Presidential Library

Columbia Point
Boston, MA 02125-3398
(617) 514-1600
E-MAIL: kennedy.library@nara.gov

Lyndon B. Johnson Presidential Library

2313 Red River Street
Austin, TX 78705-5702
(512) 721-0200
E-MAIL: johnson.library@nara.gov

Nixon Presidential Library

National Archives at College Park
8601 Adelphi Road
College Park, MD 20740-6001
(301) 837-3290
E-MAIL: nixon@nara.gov

Gerald R. Ford Presidential Library

1000 Beal Avenue
Ann Arbor, MI 48109-2114
(734) 205-0555
E-MAIL: ford.library@nara.gov

Jimmy Carter Presidential Library

441 Freedom Parkway
Atlanta, GA 30307-1498
(404) 865-7100
E-MAIL: carter.library@nara.gov

Ronald Reagan Presidential Library

40 Presidential Drive
Simi Valley, CA 93065-0600
(800) 410-8354
E-MAIL: reagan.library@nara.gov

George H. Bush Presidential Library

1000 George Bush Drive West
College Station, TX 77845
(979) 691-4000
E-MAIL: bush.library@nara.gov

U.S. Army Military History Institute

Reference Branch
Carlisle Barracks
Carlisle, PA 17013-5008
(717) 245-4483/3012 FAX: (717) 245-3711
[Http://carlisle-www.army.mil/usamhi/index.html](http://carlisle-www.army.mil/usamhi/index.html)

Standard Form 180

Standard Form 180 (Rev. 3-99) Authorized for local reproduction
 Prescribed by NARA (36 CFR 1228.162(a)) Previous edition unusable OMB No. 3095-0029 Expires 7/31/2002

REQUEST PERTAINING TO MILITARY RECORDS

To ensure the best possible service, please thoroughly review the instructions at the bottom before filling out this form. Please print clearly or type. If you need more space, use plain paper.

SECTION I - INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible.)

1. NAME USED DURING SERVICE (Last, first, middle)	2. SOCIAL SECURITY NO.	3. DATE OF BIRTH	4. PLACE OF BIRTH	
5. SERVICE, PAST AND PRESENT (For an effective records search, it is important that ALL service be shown below.)				
BRANCH OF SERVICE	DATES OF SERVICE	CHECK ONE		SERVICE NUMBER DURING THIS PERIOD (If unknown, please write unknown)
	DATE ENTERED	DATE RELEASED	OFFICER	ENLISTED
a. ACTIVE SERVICE				
b. RESERVE SERVICE				
c. NATIONAL GUARD				
6. IS THIS PERSON DECEASED? If "YES" enter the date of death. <input type="checkbox"/> NO <input type="checkbox"/> YES _____		7. IS (WAS) THIS PERSON RETIRED FROM MILITARY SERVICE? <input type="checkbox"/> YES <input type="checkbox"/> NO		

SECTION II - INFORMATION AND/OR DOCUMENTS REQUESTED

1. **REPORT OF SEPARATION** (DD Form 214 or equivalent) This contains information normally needed to verify military service. A copy may be sent to the veteran, the deceased veteran's next of kin, or other persons or organizations if authorized in Section III, below. NOTE: If more than one period of service was performed, even in the same branch, there may be more than one Report of Separation. Be sure to show EACH year that a Report of Separation was issued, for which you need a copy.
 An **UNDELETED** Report of Separation is requested for the year(s) _____
 This normally will be a copy of the full separation document including such sensitive items as the character of separation, authority for separation, reason for separation, reenlistment eligibility code, separation (SPD/SPN) code, and dates of time lost. An undeleted version is ordinarily required to determine eligibility for benefits.
 A **DELETED** Report of Separation is requested for the year(s) _____
 The following information will be deleted from the copy sent: authority for separation, reason for separation, reenlistment eligibility code, separation (SPD/SPN) code, and for separations after June 30, 1979, character of separation and dates of time lost.

2. **OTHER INFORMATION AND/OR DOCUMENTS REQUESTED** _____

3. **PURPOSE (OPTIONAL)**--An explanation of the purpose of the request, if not voluntary. Such information may help the agency answering this request to provide the best possible response and will in no way be used to make a decision to deny the request.) _____

SECTION III - REQUESTER INFORMATION AND SIGNATURE

1. **REQUESTER IS**

Military service member or veteran identified in Section I, above Legal guardian (must submit copy of court appointment)
 Next of kin of deceased veteran (relationship) _____ Other (specify) _____

2. **SEND INFORMATION/DOCUMENTS TO** (Please print or type. See instruction 3, below.) _____

3. **AUTHORIZATION SIGNATURE REQUIRED** (See instruction 2, below.)
 I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the information in this Section III is true and correct.

Name _____ Signature of requester (Please do not print.) _____
 Street _____ Date of this request _____ Daytime phone () _____
 City _____ E-mail address _____

This form is available at <http://www.nara.gov/regional/mprsf180.html> on the National Archives and Records Administration Web Site

INSTRUCTIONS

Please detach this portion before submitting request.

1. **Information needed to locate records.** Certain identifying information is necessary to determine the location of an individual's record of military service. Please try to answer each item on this form. If you do not have and cannot obtain the information for an item, show "NA," meaning the information is "not available." Include as much of the requested information as you can.
2. **Restrictions on release of information.** Release of information is subject to restrictions imposed by the military services consistent with Department of Defense regulations and the provisions of the Freedom of Information Act (FOIA) and the Privacy Act of 1974. The service member (either past or present) or the member's legal guardian has access to almost any information contained in that member's own record. Others requesting information from military personnel/health records must have the release authorization in Section III of this form signed by the member or legal guardian, but if the appropriate signature cannot be obtained, only limited types of information can be provided. If the former member is deceased, surviving next of kin may, under certain circumstances, be entitled to greater access to a deceased veteran's records than a member of the public. The next of kin may be any of the following: unmarried surviving spouse, father, mother, son, daughter, sister, or brother. Employers and others needing proof of military service are expected to accept the information shown on documents issued by the military service department at the time a service member is separated.
3. **Where reply may be sent.** The reply may be sent to the member or any other address designated by the member or other authorized requester.
4. **Charges for service.** There is no charge for most services provided to members or their surviving next of kin. A nominal fee is charged for certain types of service. In most instances service fees cannot be determined in advance. If your request involves a service fee, you will be notified as soon as that determination is made.

SEE REVERSE FOR PRIVACY ACT AND PUBLIC BURDEN STATEMENTS

Appendix B

Frequently Asked Questions

Will DPMO release the names or addresses of POW/MIA family members?

DPMO will protect the names and addresses of family members from public release. In specific cases where the family member has given DPMO written authorization to release, DPMO may release the name and address information. At Family Updates, family members may make a written request authorizing the release of their personal information to fellow attendees. DPMO facilitates this release of information to help the families in an effort to build networks.

How do family members learn the results of the accounting process? Once officials recommend, review, and approve the identity of remains, the government provides the results to the family. Officials from the armed forces and the scientific community travel to the home of the family for the purpose of explaining the findings. Once the family has accepted the findings, the Defense Department helps make plans to inter their loved ones with honor and dignity. Please contact your Service Casualty Office for more details.

As a family member, may I visit an excavation site? Family members that choose to visit an excavation site must understand the inherent hardships and difficulties associated with such an undertaking. The U.S. Government cannot accept liability or responsibility for providing arrangements for guides; interpreters; drivers; vehicles; housing accommodations; transportation; etc. Additionally, family members are required to work through normal Department of State and embassy channels to properly coordinate and schedule their visits.

Who should I talk to concerning a missing relative? Each Military Department maintains a Casualty Office to serve its families. The Department of State does the same for civilians. The officials in these offices serve as the primary point of contact for families concerning POW/MIA accounting. These professional men and women, both civilian and military, are experienced and knowledgeable in finding answers to family member questions.

What Defense agencies support the fullest possible accounting? A number of Department of Defense (DoD) groups external to DPMO play critical roles in achieving the fullest possible accounting. They bring together many different specialties and perform the majority of our field work.

The Armed Forces DNA Identification Laboratory (AFDIL) performs DNA testing. This includes mitochondria DNA typing. Their work helps identify remains recovered from all conflicts. They also support other agencies outside of the DoD when tasked.

The Joint POW/MIA Accounting Command (JPAC) has a worldwide mission. JPAC was formed when the Central Identification Laboratory, Hawaii (CILHI) and the Joint Task Force - Full Accounting (JTF-FA) merged on October 1, 2003. JPAC personnel search for, recover, and identify remains of Americans that lose their lives in the service of our nation. When directed, they support civil humanitarian missions and provide technical assistance on recovering and identifying remains.

The Defense Intelligence Agency (DIA) maintains an element dedicated solely to Vietnam War accounting, commonly referred to as “Stony Beach.” This team of experts provides direct support to JPAC and DPMO by interviewing people in Vietnam, Laos, Cambodia, and the United States. They investigate both “last known alive” cases and first-hand “live sighting” reports. Their work significantly contributes to the oral history program.

The Life Science Equipment Laboratory (LSEL) provides scientific analyses of aircraft and military equipment recovered at loss sites in an effort to determine if an individual could have survived the loss incident.

The Casualty Offices serve as the primary liaison contacts between the families and all government agencies involved in POW/MIA accounting. The Secretaries of the Military Departments maintain offices for their specific military service as the focal point on all casualty matters; the Department of State handles all such matters on missing civilians.

What are the different pursuit status categories and how do they pertain to the accounting process in Southeast Asia? In 1994-95, members of the Defense POW/Missing Personnel Office (DPMO), Joint Task Force – Full Accounting (JTF-FA), and the Central Identification Laboratory, Hawaii (CILHI), conducted a comprehensive review of Southeast Asia missing in action cases to identify the best “next steps” in the investigation of each case. As part of that process, they divided the cases into three groups: further pursuit; investigation deferred; and no further pursuit. The following are definitions listed in the 1995 report, along with some further description and examples, and a short discussion of the rationale for dividing the cases into different groups.

Further pursuit: “Those where we have specific next steps to pursue in the investigation process. For some of these, the lead is a single action; in others, several different approaches are necessary.” These next steps might include personal interviews, research in archives, or crash-site excavations.

Investigation deferred: “Cases where we have exhausted all current leads. We must defer investigation of these cases until additional leads are developed.” These are cases about which we know the least. Specifically, we do not know what happened to the individual at the time he or she went missing or, in some cases, we do not know what happened to the remains after the incident. In either of such cases, we simply have exhausted all known leads to follow. Examples include service members whose aircraft were off United States radarscopes, failed to report to their destinations, and presumably crashed en route. It also includes some cases where a unit had to leave a service member’s body on the battlefield for later recovery, only to have it disappear before friendly forces returned to the area. It is important to note that we are always looking for new information that may pertain to any of the unresolved cases, and if we develop new leads on a “deferred” case during this process, we most assuredly follow through on investigating them. Therefore, we view “deferred” simply as a transitional status.

No further pursuit: “Those cases where we judge no actions by any government will result in the recovery of remains.” In these cases, we have enough information to conclude the individual perished, but all the evidence indicates his or her remains are unrecoverable. For example, this category includes service members who perished at sea and those killed by explosions in which their remains were destroyed.

Purpose for such categories: Categorizing these cases “allows us to (1) focus our understanding of individual cases, (2) provide the basis for a sound investigative strategy, and (3) define next steps for achieving the fullest possible accounting of Americans missing in Southeast Asia.” Categorizing allows the government to focus its resources and analytic efforts on those cases in which further work might reasonably result in finding and repatriating a service member or his/her remains. Secondly, it provides an update on the status of the investigation and clearly identifies those cases for which remains are unrecoverable and no further investigation will occur.

Although the comprehensive case review may be thought of as a study published in 1995, it is more accurately viewed as a dynamic process that began with an intensive, comprehensive study that resulted in the 1995 report and continues to the present. We expect this process to continue to be an active part of the full accounting effort as analysts come together several times a year to coordinate the status of cases and plan next steps toward individual case resolution.

What is the “Johnnie Johnson List” and how do I get a copy? In October 1950, a North Korean Army major took command of over 700 American service men interned as prisoners of war (POWs). Only 262 of these men returned alive. One of the survivors, Army Private First Class (PFC) Wayne A. “Johnnie” Johnson, secretly recorded the names of 496 fellow prisoners who had died during their captivity. He has since had it published.

DPMO is actively attempting to advise the families of the 496 men identified on the Johnnie Johnson List. We have direct contact with their organization, the “Tiger Survivors Association” and have had a very good exchange of information, to include additional circumstances of loss and family locator information. Presently, we have a good idea of when and where most of those lost eventually died, and the locations of their burials. We will use this information in the planning for future excavations in Korea. Visit DPMO’s website to learn more about the heroic efforts of PFC Johnson and to receive a copy of his list.

What is personnel accounting? There are times when we cannot recover our men and women quickly. We define all actions to gather and assess evidence on these missing service members as personnel accounting. Although many regard these efforts as solely related to those cases that require long-term work to resolve, it does not rule out the live recovery option. Actually, it supports live recovery. If we locate a person believed to be one of our missing, we will use all available resources to identify him or her and then use the appropriate means to bring them home as rapidly as possible.

More than 85,000 Americans remain missing from World War II, the Korean War, the Cold War, and the Vietnam War. The U.S. leads the world in its humanitarian efforts to account for its missing warriors. Before the Vietnam War, U.S. officials asked family members to refrain from speaking publicly on their missing loved ones. The U.S. Government based this policy on concerns for prisoner safety and public morale. The view of our government changed after families pressed for open dialogue in the belief that such better serves our missing and the American public, at large.

Today, we welcome the opportunity to speak out on this issue and provide details regarding our accounting efforts. To assist in resolving ongoing cases, we establish uniform procedures to determine the status of our missing. We rely on four broad areas to account for our POWs and missing personnel: investigations, recoveries, identifications, and notifications. These activities ensure the timely and comprehensive storage of facts, tasking of agencies to acquire new evidence, and maintenance of current case files that enable analysts and research specialists to determine the next best steps to take us to case resolution.

What is personnel recovery? The number one priority of our government is “live recovery.” American service personnel are deployed globally, resulting in our need to bring our men and women home alive anytime, anywhere. DPMO provides policy oversight for the mission to recover captured, missing, or isolated American men and women placed in harm’s way while serving our Nation in hostile situations. These actions, defined as “personnel recovery,” are the sum of military, civil, and political acts needed to gain the release or rescue of our men and women.

Today, DPMO coordinates throughout DoD and the Interagency Community on the full range of policy matters dealing with all aspects of personnel recovery. Individuals isolated from friendly forces have a better chance to survive, if they have been properly trained and equipped. Our work provides a policy framework that helps to ensure proper training of our military personnel. Of course, those who become isolated from friendly forces during combat require us to locate, monitor, and recover them. DPMO works to create systems for these critical steps. Returning our missing alive to their loved ones and their organizations involves rapid recoveries. We coordinate efforts within DoD and the Interagency Community to improve our nation's recovery capabilities. This includes developing and implementing policy governing search, rescue, escape, and evasion.

Open debate enables DoD to incorporate the lessons we learn from experience. This has helped to eliminate the idea that personnel recovery is primarily an Air Force task. From experience, we know that each service must work with the others to make successful recoveries. This need for a joint focus on recovery issues prompted DoD to merge three groups to provide operational expertise and guidance on personnel recovery to the warfighter. Called the Joint Personnel Recovery Agency (JPRA), this agency works for the U.S. Joint Forces Command to promote a unified view of personnel recovery. DPMO works closely with JPRA, the Joint Staff, the Services, and the Combatant Commands to coordinate policy and advance important issues pertaining to personnel recovery.

These initiatives greatly increase our ability to keep the promise to bring home safely our men and women who become isolated in harm’s way. They increase the protection provided to Americans placed in harm’s way, thus saving their families unnecessary anguish. Additionally, this work helps prevent the exploitation of our men and women by adversaries. Recent recoveries of pilots isolated in dangerous areas highlight the value of our current recovery measures. Units specially trained and dedicated to recovery operations have proven their worth. As a result, far fewer families, in recent conflicts, have been left with the anguish of unanswered questions about the fate of their loved ones.

Appendix C

Acronyms

- ◆ AFDIL: Armed Forces DNA Identification Laboratory
- ◆ AFIRB: Armed Forces Identification Review Board
- ◆ CILHI: Central Identification Laboratory, Hawaii (Now JPAC)
- ◆ DIA: Defense Intelligence Agency
- ◆ DoD: Department of Defense
- ◆ DPMO: Defense Prisoner of War/Missing Personnel Office
- ◆ JFA: Joint Field Activity (Southeast Asia only)
- ◆ JPAC: Joint POW/MIA Accounting Command
- ◆ JPRA: Joint Personnel Recovery Agency
- ◆ JRO: Joint Recovery Operation (Worldwide operations)
- ◆ JTF-FA: Joint Task Force—Full Accounting (Now JPAC)
- ◆ K/CW: Korean / Cold War
- ◆ LoC: Library of Congress
- ◆ LSEL: Life Sciences Equipment Laboratory
- ◆ NARA: National Archives and Records Administration
- ◆ NPRC: National Personnel Records Center
- ◆ SEA: Southeast Asia
- ◆ WWII: World War II

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