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RESTRICTED

HEADQUARTERS
EUROPEAN THEATER OF OPERATIONS
UNITED STATES ARMY

15 May 1945

Cir 59

Casualty reporting - - - - - I
Temporary Service Record - - - - - II

I--CASUALTY REPORTING. Cir 31, 23 Mar 1945, is amended as indicated:

1. Par 8c(2) is amended to read:

"(2) Injured in action casualties are those resulting from abrasions, sprains, fractures and contusions where the body has not been pierced resulting from a source as outlined in subparagraph (1), above. Trench foot, immersion foot, frostbite, and other similar injuries which result from exposure will not be reported as battle casualties. The award of the Purple Heart to personnel severely frost-bitten while actually engaged in combat is not affected by the provisions hereof."

2. Par 10a(3) is amended to read:

"(3) When it is discovered that an erroneous casualty report has been submitted, a correcting report will be made immediately by the echelon discovering the error. Corrections may be shown with other reports on ETO Casualty Form No 1 (see Appendix A), in the case of a battle casualty, or on ETO Casualty Form No 2 (see Appendix B), in the case of a non-battle casualty. In either case, the correction must be clearly identified as such. In correcting an erroneous battle casualty report, these non-battle codes will be utilized to change the status from the previously reported battle status:

	Code
(a) Non-Battle Death - - - - -	DIE
(b) Missing Non-Battle - - - - -	MIS
(c) Battle Wound or Injury Not Hospitalized - - - - -	BNH
(d) Hospitalized Non-Battle - - - - -	HNB
(e) Self-Inflicted Gunshot Wound - - - - -	SGW
(f) Straggler Returned to Military Control - - - - -	SRG
(g) Present for Duty Erroneously Reported - - - - -	DTY
(h) Absent Without Leave - - - - -	AWO

If it is discovered that the individual is in a battle casualty status other than that which was originally reported, a change of status will be made to the correct battle casualty status. Letters of explanation will not be required where the change of status is self-explanatory. However, if an individual has been erroneously reported deceased, the reporting organization will notify the appropriate army, air force, section, or similar headquarters by telephone or radio, which headquarters will, in turn, notify this headquarters (AG Casualty Division, APO 887) by telephone (KLEber 7225 or 7004, Ext 117) or radio. This preliminary report will be followed by a complete letter of explanation, giving all the circumstances surrounding the erroneous deceased report. Every effort will be made to determine the correct status of an individual erroneously reported, immediately upon the detection of the error, so that the next-of-kin may be advised accordingly and further distress as to the present status of the individual avoided."

3. Par 17a is amended by the addition of a new subparagraph (5), reading:

"(5) Each piece of mail addressed to a casualty will be individually indorsed. In no instance will several pieces of mail be placed in one envelope or under one indorsement, even though such mail is addressed to the same addressee."

4. Par 18b is amended to read:

"b. Records of Hospitalized Casualties, Battle and Non-Battle.

"(1) As used in this subparagraph b, the term "records" includes the WD, AGO Form 24, and allied papers, of enlisted personnel; and the WD, AGO Form 66-1, and allied papers, of officers and warrant officers (including field 201 files, as defined in Cir 96, WD, 28 Mar 1945, effective upon the receipt of such circular).

"(2) Casualties from Units in Non-Combat Areas. Upon receipt of orders changing the status of a patient from 'attached' to 'attached unassigned' to a hospital detachment of patients, the patient's unit commander will, without delay, indorse and forward the patient's records to the commanding officer of the hospital.

"(3) Casualties from Units in Combat Areas. (a) Units will hold the permanent records of casualties dropped to the hospital until the expiration of 120 days or until the receipt of a specific request for such records. If no request is received within 120 days, or if a unit leaves the theater, or is inactivated in the theater, records pertaining to personnel dropped from assignment will be indorsed and forwarded to the Commanding General, European Theater of Operations, APO 887 (Attention: AG Central Records Branch).

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"(b) Upon the assignment of formerly hospitalized personnel to units other than their former units, the new unit will immediately prepare duplicate requests for their permanent records; dispatch the original, via courier service, direct to the last assigned unit of the individual in question; and dispatch the duplicate, via courier service, direct to the Commanding General, European Theater of Operations, APO 887 (Attention: AG Central Records Branch). The records will be returned direct to the requesting unit, using courier service.

"(c) The permanent records of hospitalized personnel will not be requested by hospital installations, except as indicated:

"1. When an individual is to be discharged from the service.

"2. When an individual dies in a Communications Zone hospital (as distinguished from a field or evacuation hospital or a clearing station), or other medical installation acting in such capacity, such hospital or medical installation will prepare and dispatch duplicate requests for the permanent records, as outlined in subparagraph (b), above. On receipt by the hospital or medical installation, they will be indorsed and forwarded to The Adjutant General, Washington 25, DC, under current procedure.

"3. When an individual dies in a field or evacuation hospital, or a clearing station, or other medical installation acting in such capacity, that installation will notify the individual's former organization, supplying the information necessary for the completion of the final indorsement to The Adjutant General by the individual's unit.

"4. When an individual is recommended for evacuation from the theater to the Zone of the Interior by a hospital disposition board, the hospital holding the board will immediately request the individual's permanent records, utilizing duplicate requests as outlined in subparagraph (b), above. If the individual is evacuated from the hospital prior to the receipt of his permanent records, the hospital receiving the records will indorse and forward them to The Adjutant General, Washington 25, DC, in accordance with current procedure. Where an individual has been boarded for return to the Zone of the Interior and is transferred from the hospital holding the board prior to the receipt of his permanent records, and for any reason such individual is not returned to the Zone of the Interior (for example, in the case of death or return to duty), the hospital in which he dies or from which he is returned to duty will:

"(aa) In the case of death, forward the temporary service record (AG-ETO Form 30) to the hospital in which the deceased was boarded for return to the Zone of the Interior; this latter hospital will, if it has the permanent records, indorse them to the Zone of the Interior, making the final entries prescribed for deceased personnel; or, if the deceased individual's permanent records have already been returned to the Zone of the Interior, it will transmit the temporary records to The Adjutant General, together with the information required for completion of the final indorsement; or, if the boarding hospital has not yet received the individual's permanent records, it will hold the temporary records in suspense for a period of 30 days, pending arrival of the records from the deceased individual's former unit or from the AG Central Records Branch, this headquarters, and, at the expiration of such time, it will forward the temporary records, together with the supplementary information, to the AG Central Records Branch, this headquarters, APO 887.

"(bb) In the event of such an individual's discharge to duty or any other reason preventing his return to the Zone of the Interior, the hospital from which he is separated will request the hospital in which he was boarded to forward his permanent records direct to the AG Central Records Branch, this headquarters. The boarding hospital will comply with the latter request, if it has the permanent records; or, it will request The Adjutant General, Washington 25, DC, to return the permanent records to AG Central Records Branch, this headquarters, APO 887, if it has forwarded the permanent records to The Adjutant General; or it will forward the request to the AG Central Records Branch, this headquarters, in the event the individual's permanent records have not yet been received.

"(d) Where a request for records is received by a unit which has already forwarded them to another organization, the original request will be forwarded to the same unit to which the records were forwarded, except that where records have been forwarded to the AG Central Records Branch, this headquarters, in compliance with the preceding paragraphs, no further action is required of the unit receiving the request."

5. Par 7, reverse of Appendix A, is amended as indicated:

a. These descriptions and codes are added:

"Return to Military Control Hospitalized for Battle Wounds or Injuries (for Theater Hq use only) -	RMB"
"Return to Military Control Hospitalized for Non-Battle Causes (for Theater Hq use only) - - - - -	RMN"
"Non-Battle Death - - - - -	DIE"
"Missing Non-Battle - - - - -	MIS"
"Battle Wound or Injury Not Hospitalized - - - - -	BNH"
"Hospitalized Non-Battle - - - - -	HNB"

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"Self-Inflicted Gunshot Wound - - - - -	SGW"
"Straggler Returned to Military Control - - - - -	SRC"
"Present for Duty Erroneously Reported - - - - -	DTY"
"Absent Without Leave - - - - -	AWO"

b. This description and code is deleted:

"Erroneous Battle Casualty (only to be used when individual is not a battle casualty. Change of status report will be rendered otherwise)." - - - - - EBC"
(AG 704 CasGA)

II--TEMPORARY SERVICE RECORD. 1. An initial supply of temporary service records (AG-ETO Forms 30 is being distributed to the major commands within the theater. Requisitions will be placed through normal channels for any additional quantities desired.

2. Except in the specific cases outlined in the succeeding paragraphs, where an enlisted person is separated from his or her service record under any circumstances which involve administrative action requiring an entry in such service record, a temporary service record (AG-ETO Form 30) will be initiated, completing Item (14) and making appropriate entries as required, including an initial entry in Item (20) or (21), "Organizations to which Assigned or Attached".

3. Where an individual's permanent service record is definitely known to have been destroyed or lost beyond recovery, a request for initiation of a new service record will be directed to The Adjutant General under Par 77, TM 12-230. Pending receipt of such new record, the temporary record (AG-ETO Form 30) will be used.

4. Any general or station hospital, or convalescent hospital acting as such, receiving an enlisted patient in an attached unassigned status will initiate a temporary service record (AG-ETO Form 30) within 48 hours after admission, completing Item (14) and transcribing pertinent data from the Field Medical Record (MD Form 52B or C), showing all previous installations to which attached since departure from the patient's unit of assignment. Specific entries will be made covering:

a. Wounds or injuries received in action (see Par 8c, Cir 31, 23 Mar 1945, as amended), or a statement under Item (24), "Remarks - Administrative", that no wound was received (see Par 7g, Sec I, Cir 33, 27 Mar 1945).

b. Whether a battle or non-battle casualty.

c. Awards of the Purple Heart, or Oak-Leaf clusters thereto, citing the General Orders number, paragraph, headquarters and date, or eligibility for the same, if the order has not been issued. This latter entry will be made in Item (24).

d. Vaccinations or immunizations given.

e. Item (12), "Hospitalization", will not be completed until the enlisted person is discharged from a hospital to his unit or to a reinforcement installation.

5. Field force evacuation or field hospitals, or medical installations serving as either, will initiate temporary service records (AG-ETO Form 30), making the entries indicated in Par 4, above, when a patient is discharged to a reinforcement installation or to a unit. Clearing stations, acting as such, are not required to initiate temporary records.

6. Reinforcement installations will immediately initiate a temporary service record on every enlisted person received without a permanent or temporary service record.

7. Every commander concerned will immediately take action to place the provisions of Pars 2 to 6, above, inclusive, into effect. Each such commander is held responsible for obtaining the necessary blank forms, and for maintaining a reasonable supply of forms available.

8. Once a temporary form has been initiated under the foregoing paragraphs, it will physically accompany the person to whom it pertains on subsequent changes in station. In the case of patients moving from hospital to hospital, the record will be inserted in the Field Medical Jacket (MD Form 52D) that accompanies that patient.

9. a. Temporary service records, once initiated, will thereafter be currently maintained as completely as a permanent service record, insofar as events occur requiring entries. Entries will be made in the appropriate items. Additional space required for continued maintenance, and space for the entry of items not specifically incorporated in the temporary service record, will be provided by the use of Item (24), "Remarks - Administrative". Entry will be made in Item (19) of any partial pay given, whether before or after the completion of the affidavit. Entries made in the temporary service record will have the same force and effect as entries in a permanent service record. References in directives published by this headquarters to "temporary service records" will be construed to mean the AG-ETO Form 30.

b. Correspondence which would not normally accompany an original service record, or be forwarded after a final entry has been made in such record, will not be forwarded when an entry, required by such

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correspondence, has been made in the temporary service record. Exceptions will be made in the case of correspondence conferring awards or decorations, signed by the commander of the unit making the award, or correspondence of permanent or sentimental value to the soldier; for example, certificates of participation in combat, letters of recommendation, citations, etc.

10. Temporary service records will not be indorsed when the individual is moved from attached unassigned at one installation to attached unassigned at another installation; for example, indorsements will not be used in moving enlisted personnel in an attached unassigned status from hospital to hospital, hospital to reinforcement depot, or reinforcement depot to reinforcement depot. In lieu thereof, appropriate entries will be made in Item (20), "Organizations to Which Attached". It is vital that this item contain a complete, chronological record. Indorsements will be used when an individual returns to an assigned status from an attached unassigned status, except when he so returns to the unit to which he was last assigned.

11. When it becomes necessary or desirable to give an enlisted person, separated from his permanent records, a full payment, the affidavit in Item (1) of the temporary service record will be completed in full. Thereafter, the temporary service record will, for all purposes of payment and as a source of payroll entries, be considered as valid as a permanent service record. The original affidavit in Section 1 of the temporary service record will be used as a basis for the preparation of payrolls, in the absence of the permanent service record. The provisions of Par 14c(2), AR 345-155, 24 Jan 1945, have been changed by Cir 134, WD, 1945, so that copies of the affidavit need not be attached to the payroll. The affidavit, as prepared, will be retained permanently and will be filed in the individual's Record Jacket, WD, AGO Form 201, as provided in Par 12, below. Partial payments may be made at any time and entered under Item (19), "Remarks Financial", as a final entry (see Par 9a, above). This Sec I does not amend ETO-SOP No 58, 3 Apr 1945, "Reception, Processing, Maintenance and Disposition of Recovered Allied Military Personnel", as amended.

12. When the individual's permanent and temporary service records "marry up", the information contained in the temporary record will be transcribed to the permanent record, under the supervision of the custodian. Statements made by an enlisted man to be used as the basis for any entry in the temporary service record will be considered to be statements or representations to an agency of the US within the meaning of Sec 35 (A), Criminal Code (18 USC 83), summarized in Item (1) of the temporary service record. Discrepancies between the temporary record and the permanent record will be made the basis for appropriate disciplinary action in cases of fraud or deliberate misstatements of fact, particularly with regard to entries used in computing adjusted service rating scores under RR 1-1, 15 Feb 1945, as amended. After transcription of the data from the temporary service record into an individual's permanent service record, the temporary record will be permanently filed in the individual's Record Jacket, WD, AGO Form 201.

13. Each Field Medical Record, MD Form 52B or C, will, upon reaching a medical installation referred to in Par 4, above, contain the information required, under Par 4, to initiate a temporary service record. The prescribed entries will be made by the medical installations referred to in Par 5, above, including clearing stations and similar medical installations.

14. So much of Sec I, Cir 49, 29 Apr 1945, as requires a separate "Abstract Record of Hospitalization" to be prepared for enlisted personnel, is amended to require only completion of Items (12) and (13) in the temporary service record.

(AG 201.36 ConGA)

BY COMMAND OF GENERAL EISENHOWER:

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OFFICIAL:



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