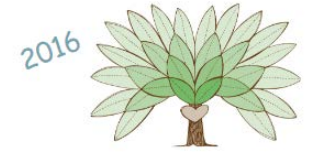




The Morning After – Changes as Reflected in Morning Reports

Theresa Fitzgerald

Theresa Fitzgerald will explain how the morning report collection can help a family historian trace a veteran's movements and daily unit activities throughout their time in the war. The reports show where the veteran went, what battles he participated in, and any changes in status he may have had on a daily basis. She will also explain the limitations regarding access to these records.



Theresa Fitzgerald

Supervisory Reference Archivist
National Archives
at St. Louis

Theresa Fitzgerald became a supervisory reference archivist for the National Archives in October 2015. She previously held the position of an archivist for six years and worked with military and civilian personnel records. Before joining the National Archives, she worked as a data entry archivist with the Missouri Historical Society (Richard A. Gephardt Papers). She has a Bachelors in History from Oklahoma State University and a Masters in History with a Certificate in Museum Studies from University of Missouri, St. Louis.

The Morning After – Changes as Reflected in Morning Reports

National Archives at St. Louis @ the National Personnel Records Center

The National Archives at St. Louis (NARA)

- Maintains records that are in the legal custody of the National Archives.
- Records in the custody of the National Archives are available to the public for research.
- All information contained within the records is open to the public.

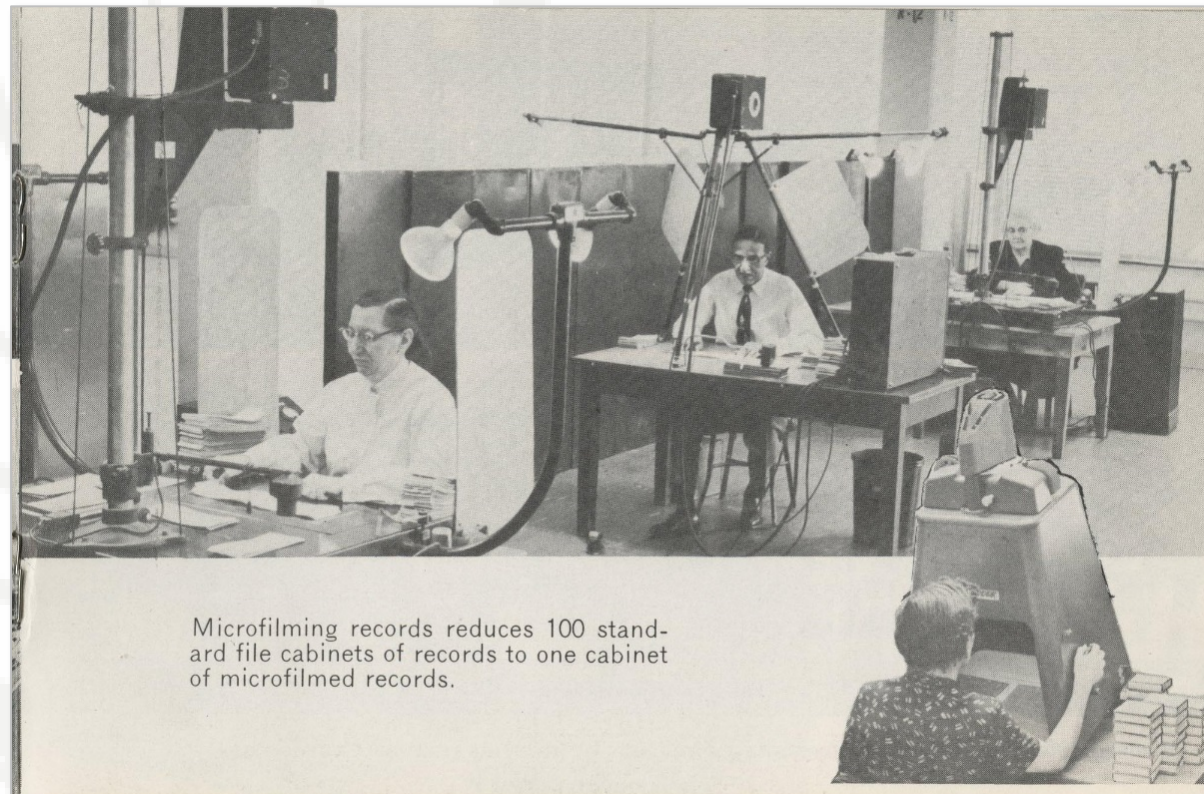
Except information protected by the personal privacy exemption of the Freedom of Information Act (FOIA), U.S.C. 552(b)(6).

Morning Reports and Unit Rosters

Branch of Service	Record Type	Dates	Access
Army (includes Army Air Corps and Army Air Forces)	Morning Reports & Unit Rosters	November 1, 1912–1959	Archival
Army	Morning Reports & Unit Rosters	1960–1980	Non-Archival
Air Force	Morning Reports	September 1947–June 30, 1966	Archival

Format:

- The Morning Reports were originally comprised of individual paper cards.
- Space constraints drove the Army to microfilm these and other records in the 1950's.
 - This was done to consolidate the paper documents. Additionally, this transition made it easier to reference the material.
 - They were microfilmed on Silver Film which were then used to create Diazo film copies.



What is a Morning Report?

- The Morning Report is a **daily history of the company or headquarters**. It is one of the oldest and most important documents maintained by the military establishment because it reveals, as of midnight each night, the strength of the organization as well as all changes in duties and status of the personnel which occurred during the preceding 24 hours.
- Regulations required that Morning Reports be prepared and presented to the Commanding Officer on the **morning following the day on which the events occurred**. However, some companies disregarded the instructions and recorded events under the date on which the records were presented to the Commanding Officer.
- Morning Reports were completed at all levels of an organization, down to the lowest echelon. The Morning Report **exists from the division level to the company level**.

Index:

- In order to conduct an effective search of the Morning Reports (and other unit records), the requester must know the **specific organization** to which the soldier or airman was assigned.
- The Index is the finding aid that points researchers to each organization's specific microfilm roll(s). The Index is on microfilm and available in the Archival Research Room.
- The Index is broken down by time period and specific organization.
 - World War I Morning Reports are indexed first by type of unit or arm of service, then by numerical designation.
 - World War II Morning Reports from January 1940 to July 1943 are organized and indexed by the type of unit or arm of service. July 1943 to December 1950 are organized and arranged by month and year then by organization.

Content - Organization:

Morning Reports reflect diversified organizational information such as:

- Activation
- Battle Participation
- Changes in activity
- Commanding Officers
- Demobilization
- Disbandment
- Discontinuance
- Efficiency
- Gains
- Geographical location
- Inactivation
- Losses
- Maneuvers
- Modes of travel
- Movements
- Overseas Stations
- Redesignation
- Reorganization
- Services Given
- Strength (by grade or rank)
- Travel
- Unusual conditions (flood, terrain, epidemic, disaster, etc.)

Content – Individual:

On the individual level, Morning Reports *can* contain:

- Active duty
- Active duty training
- Arrests
- Assignments
- Attached, unassigned, releases
- Authority for actions
- Awards
- Absence without leave
- Basic pay entry dates
- Captured personnel
- Casualties
- Confinement
- Dates return foreign service
- Death
- Demotion
- Desertion
- Detached service
- Detention by foreign power
- Discharge
- Discipline
- Dropped from Unit Rolls
- Duty, active, special, and temporary
- Escape
- Extended tour active duty
- Foreign Nationals
- Furlough
- Grade
- Hospitalization
- Inductee personnel
- Killed in action
- Leave
- Line of duty status
- Mess, men authorized separate mess

Content – Individual (cont.):

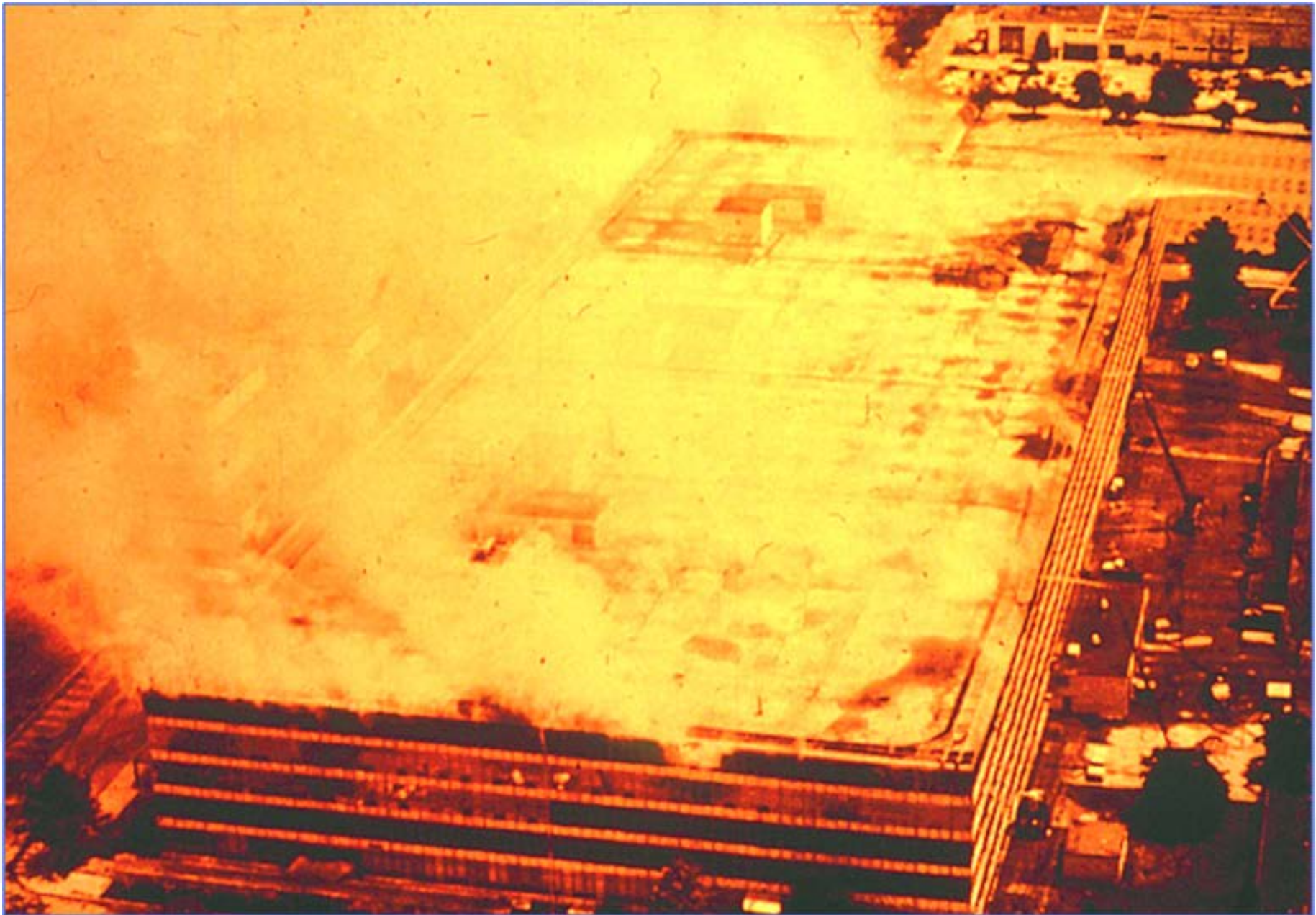
- Men messing with organization
- Military Occupational Specialist
- Missing in action and non-battle
- Movement
- Name, change of
- Pay change (grade, proficiency)
- Prisoners
- Prisoner of War
- Promotion
- Quarters
- Rations (See Mess)
- Reenlistment
- Separation
- Sickness
- Special duty
- Temporary duty
- Transfers
- Travel
- Rations (See Mess)
- Reenlistment
- Separation
- Sickness
- Special duty
- Temporary duty
- Transfers
- Travel

Current use:

- **Reconstruction of records:** While lost or destroyed personnel records can never be replaced, an individual's assignments, promotions, etc. can be traced through the Morning Reports.
- **Historical value:** Morning Reports may be used to trace the history of a unit or an individual since the important events of the organization and its personnel are usually recorded.



The 1973 Fire



Shortly after midnight, July 12th, 1973, a fire was reported at NPRC's military personnel records building

The 1973 Fire

Records damaged or lost include over 17 million military records. The damage sustained was from both fire and water.

Records Impacted	Dates and/or Names Represented	Estimated Loss
Army WWI Army WWII Army Post-WWII	11/1/1912–9/7/1939 9/8/1939–12/31/1946 1/1/1947–12/31/1959	80%
Air Force	9/25/1947–12/31/1963 surnames Hubbard-Z	75%

Microfilmed Morning Reports were affected by the fire.





July 12, 1973

Fire at the National Personnel Records Center destroyed approximately 16-18 million OMPFs.

August 29, 1973

Conferred with Eastman Kodak re: microfilm contract specs. Also, met with Jim Gear of Central Office and Eastman-Kodak concerning rehabilitation and reproduction of Army microfilm.

August 21-22, 1973

Continued cataloging microfilm to determine damaged vs. undamaged.

August 28, 1973

Completed survey of microfilm to determine copies needed to service Army WWI, WWII, and PWWII references.

August 23, 1973

Purchased an additional 10,000 microfilm boxes from Eastman-Kodak.

August 27, 1973

Inventoried microfilm to determine WWI, WWII, and PWWII number of reels.

August 30, 1973

Resumed microfilm inspection, matching negative masters and Diazo copies to restore lost images. Delivered microfilm (partially destroyed) of both masters and Diazo copies to see if they could be merged into a single reel for reproduction either through direct reproduction or returned to paper and refiled.

August 20, 1973

Recordak completed processing 4,856 reels of microfilm. Of those examined, 66% showed some damage.

8/20/73

8/30/73

September 11-30, 1973

September 12, 1973

Continued to examine rolls of microfilm to determine damage.

September 21, 1973

Continued examining wet microfilm.

September 11, 1973

Examined 262 rolls of washed microfilm – 92 showed damage.

September 20, 1973

Examined 582 reels of microfilm for fire damage. By this date, 4004 had been examined, leaving a backlog of 268 reels to be examined. Checked status of microfilm copying contract. Diazo and masters (showing damage) were sent to Kodak Rochester. No report as to feasibility of merging the dissimilar films for reproducing into a dupe master. Jim Gear to follow up.

9/30/73

October 1, 1973
Continued examining
damaged microfilm reels.

October 10, 1973
Continue examining
damaged microfilm rolls.

October 15, 1973
All microfilm rolls had been examined
for damage and were being replaced in
their proper sequence. Downgrading or
declassifying classified rolls was being
considered.

October 9, 1973
Completed inspecting damaged
35mm microfilm. Labels
prepared for relabeling
destroyed cartons; 310 reels of
remaining classified records
needed to be examined.

October 17, 1973
Examination and return of
damaged microfilm to
former locations within one
man hour of completion.

10/17/73

February 1, 1974, The Result:



*Currently the National Archives at St. Louis holds:

- One Silver Master Copy
- One Silver Copy on thousand foot reels
- Two Diazo service copies

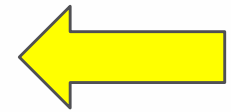
15. The inventory of Top Secret documents commenced December 13, 1973. Because of a shortage of qualified employees to conduct the inventory, the project will continue for some period of time. Thus far, the inventory of Air Force records is approximately 65 percent complete. The inventory of Army records has not yet started.

16. During the week of September 20, 1973, NPRC commenced rewarehousing 7,475 cubic feet of records to clear space for erection of fire walls under the GSA Rehabilitation Plan for MPRC. Only 1,700 cubic feet of records remain to be rewarehoused to other areas of the building. The project is targeted for completion April 15, 1974.

17. The original rolls of microfilmed Morning Reports have been examined to determine the extensiveness of the water and humidity damage. The examination, which started shortly after the fire, was completed on October 15, 1973. It was determined that there was some image wipe-out and splice damage. Ozalid service copies of the film were not damaged. However, as a safeguard against possible loss from any future disaster, arrangements are being made to replace the "wiped-out" areas using the ozalid service copy as an original. A new silver master will be filmed and two ozalid service copies will be reproduced. The two Original silver base films will be stored in remote locations; one at NPRC (CPR), the other in the NARS facility at Neosha, Mo. The two new ozalid service copies will be used in reconstruction operations at the NPRC in St. Louis.

18. On November 12, 1973, the first record was reconstructed to respond to a reference request that concerned a record lost in the fire. Thus far, 32,700 records have been reconstructed. NOTE: Only those records required to dispose of an inquiry are being reconstructed.

19. Within a few days after the fire, the "Koenig Committee" (Harold J. Koenig, Assistant Archivist for Records Management) asked all NARS centers and the various defense and Federal agencies to report in writing any records holdings from which military service might be verified. Concurrently, preliminary feelers were put out by telephone with some of the known sources of military service documentation, such as the VA, State Adjutants General, State Selective Service Headquarters, The National Archives, county recorder of deeds, etc. Formal requests were sent on August 10 to all 51 of the State Adjutants General and, on October 10, to all the State Departments of Veterans Affairs. Prior to October 23, 1973, the date the center resumed answering inquiries involving former sixth floor records, all the information that had been developed to date was compiled and issued as a "Guide to Auxiliary Sources of Military Service Information". At the same time, NPRC published a preliminary procedural instruction setting forth how to process the inquiries and how to utilize the various alternate records sources based on agreements that had been reached with them. Additional records information is being added as it is developed. At the present time, this phase of our recovery program is probably about 90% complete with respect to the Federal sources, and about 75% complete with respect to state sources. The procedural instructions are being refined as new experience is gained, and the success of our



Film - Silver:

Silver film is available in 2 formats;

- **Positive Print Film** – to produce a duplicate that is opposite to the original (i.e. negative original changed to a positive copy).
- **Direct Duplicate Print Film** – where the duplicate is the same as the original (i.e. a negative original produces a negative copy).

Compared with Diazo film, this is a more expensive duplicating process but has exceptional image quality and an archival life of 500+ years when filmed and stored properly. It is an ideal archival storage medium.

Film - Diazo:

Diazo is a very low-cost copying media with up to 100 years archival life. For normal commercial purposes this is the ideal economical, hard wearing, copying media. Diazo film is processed using ammonia gas or liquid to produce either a blue or black image from the original film.

Ozalid is a type of Diazo film.

Storage:

- After the fire, NARA decided to not store all of the microfilm in one location in the event of another disaster. As such, copies of the film were distributed to other locations.
- A Silver copy was created on 1000 foot reels after the fire to serve as the main backup for this collection. This copy was sent to a NARA facility in Chicago before being returned to the St. Louis. It was transferred to a cold storage facility in Boyers, PA before being moved to its current location – a temperature controlled storage space at the Records Center in Lenexa, KS.
- The two Diazo copies were moved and stored in non-temperature controlled space on the third, fourth, and fifth floor at the original NPRC facility from 1973 until our facility moved to a new building in 2011.
 - The Diazo copy with the least images lost was determined to have extremely brittle film. Due to its delicate condition, it was sent to temperature controlled storage in Valmeyer, IL and is not currently available for public use.
 - The Diazo copy that has sustained the most image loss (due to fading and use) has much stronger film. As such, this is used as the primary reference copy and is kept in temperature controlled storage in St. Louis.

MORNING REPORT ENDING 1 November 1944
 ORGANIZATION Sq A 326 AAF Base Unit
 STATION OR LOCATION MacDill Field Fla

NAME	SERIAL NUMBER	GRADE	MOS.	COTE
GAINS				
Person Lawrence W (AC) O-353527 Major 2121 asgd & ld fr Sq N 326 AAF BU this sta, effective this date & announced Asst Comdt of Troops in chg of supply (2120) par 8 SO 304 Hq AAS MacDill				
CHANGES IN STATUS				
Penity Warren G (AC) O-350995 Major 4210 dv to TD 4th Serv Cnd Atlanta Ga approx 3 days Departed 31 Oct 44				
George Edward A (AC) O-1995602 1st Lt 2260 dv to 19 day lv (ord)				

REG	ASPD	ATCRS	TOTAL	ATCRS FORGIVE	PRESENT				ABSENT				MISC		
					FOR	NOT FOR	S.S.	SE	CORP	FUR	LT	AWOL			
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I CERTIFY THAT THIS MORNING REPORT IS CORRECT. PAGE 1 OF 29 PAGES
 SIGNATURE _____

Diazo reference copy
St. Louis, MO

MORNING REPORT ENDING 1 November 1944
 ORGANIZATION Sq A 326 AAF Base Unit
 STATION OR LOCATION MacDill Field Fla

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I CERTIFY THAT THIS MORNING REPORT IS CORRECT. PAGE 1 OF 29 PAGES
 SIGNATURE _____

Diazo storage copy
Valmeyer, IL

Diazo reference
copy
St. Louis, MO

ITEM NO. 4048

PARENT UNIT:
Holabird Sig Eng. Co.

SUB UNITS:
Hq. Det.
1st Sig Eng Co.
2nd Sig Eng Co.
3rd Sig Eng Co.

FORM 4-36
1 Jul 1946

ITEM NO. 4048

PARENT UNIT:
Holabird Sig Eng. Co.

SUB UNITS:
Hq. Det.
1st Sig Eng Co.
2nd Sig Eng Co.
3rd Sig Eng Co.

FORM 4-36
1 Jul 1946

Diazo cold
storage
Valmeyer, IL

MORNING REPORT ENDING 2400 1 NOVEMBER 1944

ORGANIZATION 415th Army Medical Laboratory (ASST) (ASST)

STATION OR LOCATION 10th Army (ASST) (ASST)

NAME	SERIAL NUMBER	GRADE	MOS	CODE
BOB, BOB	415030	PLT		✓
BOB, BOB	415030	PLT		✓
BOB, BOB	415030	PLT		✓

ABSD	SECHO	TOTAL	PRESENT				ABSENT				REMARKS
			FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	
1	1	1	1								
2	2	2	2								
30	30	30	30								
100	100	100	100								

I CERTIFY THAT THE MORNING REPORT IS CORRECT.

SIGNATURE *John M. White* PAGE 1 OF 1 PAGES

Diazo reference copy
St. Louis, MO

MORNING REPORT ENDING 2400 1 NOVEMBER 1944

ORGANIZATION 415th Army Medical Laboratory (ASST) (ASST)

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NAME	SERIAL NUMBER	GRADE	MOS	CODE
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BOB, BOB	415030	PLT		✓

ABSD	SECHO	TOTAL	PRESENT				ABSENT				REMARKS
			FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	FOR DUTY	
1	1	1	1								
2	2	2	2								
30	30	30	30								
100	100	100	100								

I CERTIFY THAT THE MORNING REPORT IS CORRECT.

SIGNATURE *John M. White* PAGE 1 OF 1 PAGES

Diazo cold storage
Valmeyer, IL

Why don't we just use the Silver Master Rolls?

- The 1973 Silver copy was produced on 1000 foot reels
 - Standard microfilm rolls are 100 feet.
 - A 1000 foot reel contains 8 to 12 rolls of standard film.
 - Until a proper means of reproduction is found, this copy is unsuitable for routine use.
- Silver Master reproductions were used during the time period following the fire until the Diazo duplicates were created.
 - Deterioration due to use and lack of environmental monitoring was detected on the film in the form of warping, Redox, and fusing.
- Years of Poor Storage
 - Heat
 - Humidity
- 37 cubic feet of film is missing from the 100 foot Silver Master set
 - The reason for the missing film is undocumented, but presumed to be due to deterioration and loss.
 - This 37 cubic feet can be located in the 1000 foot fire related copy and both Diazo sets.

Concerns:

- The Morning Report film collection currently consists of 103,000+ reels of film. The rolls and reel in this collection are in various stages of deterioration. With continual use of the film, information loss is occurring daily.
- Film documenting World Wars I and II as well as Korea are the most heavily damaged. The deterioration is reaching a critical level of concern that will require an alteration to current use processes.
- The situation is such that the National Archives at St. Louis has suspended the sale of duplicate microfilm rolls and paper reproductions to off-site researchers. Due to the condition and quality of the rolls, we cannot provide quality duplicate copies for the customers.

Why don't we digitize them?

- To digitize all 103,000+ individual reels would cost NARA several millions of dollars between scanning and storage for electronic access.
- Each roll contains over 3,000 Morning Report images, making electronic access for the entirety of the collection a technical challenge.
- NARA is evaluating a digitization strategy for certain selections (WWI and II era) that are more heavily accessed to make them more readily available without incurring the cost of full digitization.
- Cataloguing and creating metadata for each image would be difficult due to the number of images and the obscure nature of the index.



LEADER INSPECTION OF MICRO-PHOTOGRAPHED CCC ENROLLEE INDIVIDUAL RECORDS. FIRST FLOOR. PHOTO TAKEN MARCH 1944.

To view the Rosters or Morning Reports in person:

Contact our Archival Research Room by calling
314-801-0850 or by sending an email to
stlarr.archives@nara.gov

An alternative to a personal visit is to hire an independent researcher to view these rosters or reports for you. For a listing of potential independent researchers, please visit the following website:

<http://www.archives.gov/research/hire-help/>

Visit NARA at St. Louis' Archival Research Room

Location:

1 Archives Drive

St. Louis, MO 63138

Public Hours:

Monday–Friday, (7:30 a.m.–3:45 p.m. CT)

Contact Information:

(314) 801-0850

Stlarr.archives@nara.gov

(314) 801-0608 (Fax)



Appointments are Required

Additional Contact Information

Inquiries can be submitted to:

- General archival inquiries: stl.archives@nara.gov
- Research room inquiries: stlarr.archives@nara.gov, phone line 314-801-0850
- Persons of Exceptional Prominence records: pep.records@nara.gov
- Facebook and Twitter inquiries: stlfb.archives@nara.gov
- Public Programs: stlpublic.programs@nara.gov, phone line 314-801-0847

Websites

- The National Archives at St. Louis:
www.archives.gov/st-louis/archival-programs/index.html
- Military Personnel Records open to the public (62 years in the past from “today’s date”):
www.archives.gov/st-louis/archival-programs/military-personnel-archival/index.html
- Military Personnel Records not yet open to the public:
www.archives.gov/st-louis/military-personnel/about-ompfs.html
- Civilian Personnel Records open to the public (prior to 1951):
www.archives.gov/st-louis/archival-programs/civilian-personnel-archival/#written-requests
- Civilian Personnel Records not yet open to the public:
www.archives.gov/st-louis/civilian-personnel/index.html
- Civilian Conservation Corps Records:
www.archives.gov/st-louis/archival-programs/civilian-personnel-archival/ccc-holdings-access.html



Special thanks to Noah Durham, Assistant Preservation Officer, Preservation Programs, St. Louis, Corey Stewart, Archivist, National Archives at St. Louis, and Keith Owens, Supervisory Archives Technician for the input and lessons in preservation, NARA/NPRC History Files, and imagery.



**Presenter didn't
get to your question?**

**You may email us at
*inquire@nara.gov***