

# Personnel Employee Bulletin

February 20, 2008

## **VETERANS: ON-LINE ACCESS TO DD-214s NOW AVAILABLE**

Most veterans and their next of kin can obtain FREE copies of their DD Form 214 (Report of Separation) via on-line access through [www.archives.gov/veterans/evetrecs](http://www.archives.gov/veterans/evetrecs).

To use the system, you must be:

- A military veteran, or
- Next of kin of a deceased, former member of the military.
  - The next of kin can be any of the following: surviving spouse that has not remarried, father, mother, son, daughter, sister, or brother.

If you are not the veteran or next of kin, you must complete the Standard Form 180 (SF 180), Request Pertaining to Military Records, which may be downloaded from the web site listed above.

To initiate a request for Military Personnel Records using the National Archives web site, click on the web page and the "Request Military Records" button at the bottom of the page. This will launch a separate window. You will then enter the required information in the system to create a customized request form. The form must be printed, signed and dated, then submitted via fax or mail. (The Privacy Act of 1974, 5 U.S.C. 552a, requires that all requests for records and information must be submitted in writing.)

For additional information, please contact your servicing DLA Human Resources Center, <http://www.hr.dla.mil/cntctus.htm>. The Personnel Employee Bulletin will be published on the first and third Wednesday of each month.