

STATEMENT ON ACCESS TO VETERAN'S MILITARY RECORDS

Policy

Connecticut General Statutes §1-219 restricts veteran's military records including but not limited to a DD 214 form for 75 years with the following provisions:

1. The records shall be available at all times to the veteran, or a conservator of the person of the veteran or a conservator of the estate of the veteran.
2. The records shall be available to any person (i.e., a relative of a veteran, a licensed funeral director or embalmer, an attorney-at-law, an attorney-in-fact, an insurance company or a veterans' advocate) who may provide a benefit to, or acquire a benefit for, the veteran or the estate of the veteran, provided the person needs the information to provide the benefit and submits satisfactory evidence of such need.
3. The records shall be made available to a genealogical society incorporated or authorized by the Secretary of the State to do business or conduct affairs in this state or a member of such genealogical society.
4. Any information contained in such military record which is necessary to establish, or that aids in establishing, eligibility for any local, state or federal benefit or program applied for by, or on behalf of, the veteran, including, but not limited to, the name of the veteran, the veteran's residential address, dates of qualifying active reserve military service, or military discharge status, shall be available to the public at all times.

In addition, veteran's military records including but not limited to a DD 214 form may be provided to authorized staff of the National Archives and Records Administration (NARA) National Personnel Records Center.

Procedure for Granting Access

Requests for veteran's military records should be accompanied by a valid driver's license with photo or state issued identification card with photo and a copy of:

Conservators: A probate court order or Fiduciary's Probate Certificate.

Relative: Proof documenting relation by birth, marriage, or death certificates; published obituaries; or census listings.

Attorney-in-fact: A power of attorney document.

Licensed funeral director or embalmer, an attorney-at-law, an insurance company or a veterans' advocate: A letter on official letterhead stating the need for the information with a signature.

Genealogical society member: A valid membership card issued by a genealogical society incorporated or authorized by the Secretary of the State to do business or conduct affairs in this state.

NOTES

Originals should be restricted and copies of the forms created by staff for the requester.

Social Security Numbers shall be redacted pursuant to federal and state laws when requests are received except requests from a veteran, conservator, or attorney-in-fact.

CGS §7-51a (1) "...except for those records containing Social Security numbers protected pursuant to 42 USC 405 (c)(2)(C)..." and notwithstanding the provisions of CGS Chapter 55.

The statute requires the public have access, at all times, to at least the following information: the name of the veteran, the veteran's residential address, dates of qualifying active reserve military service, or military discharge status or any other information necessary to establish, or that aids in establishing, eligibility for any local, state or federal benefit or program applied for by, or on behalf of, the veteran.

All veteran's military service records 75 years old or older should be open to the public.

NARA NPRC Comments

The above language on NARA NPRC is not in CGS 1-219 but NARA NPRC does not require proof for next-of-kin similar to what we require for relatives. NPRC defines next-of-kin as "the un-remarried widow or widower, son, daughter, father, mother, brother or sister." However, CGS 1-219 does not specifically define who is and is not a relative.

NARA NPRC requests from the State Library veteran's military records to recreate files destroyed in the NPRC 1973 fire. Veteran's requests for personnel records including DD 214 forms through the Connecticut Department of Veteran Affairs and the Connecticut Military Department are directed to the NPRC.