

Research Guide



This guide provides information on how to research those who served in The Royal Logistic Corps (RLC) and its forming corps, including the Royal Corps of Transport, the Royal Army Service Corps, the Royal Army Ordnance Corps, Royal Pioneer Corps, Army Catering Corps and the Postal and Courier Section of the Royal Engineers (post-1993).

Finding a Service Record and Tracing a Soldier

1760 -1913

The Royal Hospital Chelsea Soldiers Service documents serves as one of the best source for tracing a soldier pre-1913. The records usually give particulars of age, birthplace, service (including any decorations), information about physical description, previous occupation on enlistment and the reason given for discharge to pension. Documents after 1883 usually contain fuller particulars, such as next of kin and details of marriage and children. The series generally does not contain the records of soldiers who died in service or who took an early discharge and never received a pension. These service records would not have survived because they were not required for pension purposes. These records are all held by the National Archives at Kew www.nationalarchives.gov.uk or online at www.findmypast.co.uk.

First World War (pre-1920)

In order to trace a service records from the First World War, you must first determine whether or not it survives as some 60% were damaged or destroyed during the Second World War. If it does, it will be kept at the National Archives at Kew www.nationalarchives.gov.uk. Alternatively, you may use online resources like www.findmypast.co.uk or www.ancestry.co.uk

Second World War (post-1920)

Service records for the post-1920 period (including the Second World War) are still held by the Ministry of Defence at the Army Personnel Centre in Glasgow, please visit this site for further details: www.gov.uk/get-copy-military-service-records. Personal records are confidential. Only the ex-Serviceman or, in the case of the deceased, the recognised Next-of-Kin, will be allowed access to the information.

Once you have the individuals service record and have been able to identify which company or unit they were attached to (often individuals moved and changed units), you can investigate the company / units war diary held by the National Archives.

It is important to note that The RLC Museum does not hold individual soldiers service records for any former or current soldiers. The Archive team are therefore more likely to be able to report on a unit's activity or history, rather than the story of an individual soldier.

THE ROYAL LOGISTIC CORPS MUSEUM



Useful Resources

The RLC Online Archive

www.rlcarchive.org

This website provides access to digitised Corps Journals, enlistments books, diaries and access to vehicle records.

The RLC Museum Website

www.royallogisticcorps.co.uk/museum

The website provides information about research enquiries, archives access policy and its charges (www.royallogisticcorps.co.uk/museum/archives). The website also details the process about donations, volunteer roles available and the Friends of the Museum.

The Commonwealth War Graves Commission

www.cwgc.org

For information about soldiers that died in the world wars, including the CWGC Register (Roll of Honour).

The National Archives

www.nationalarchives.gov.uk

TNA holds records on Army Lists, British Army medal index cards 1914-1920, British Army muster rolls and pay lists c. 1730-1898, war diaries, census records, soldier pension records, service records before 1920.

The London Gazette

www.thegazette.co.uk

Published gallantry awards throughout the wars and the archive can be searched online. Please note that in many cases citations were not published.

Army Museums Ogilby Trust

www.armymuseums.org.uk

For details of all Regimental Museums in the UK see the website of the Army Museums Ogilby Trust

Army Medals Office

<https://www.gov.uk/apply-medal-or-veterans-badge>

Information about medal eligibility and veteran's badges

The Long, Long Trail

www.longlongtrail.co.uk

A site all about the soldiers, units, regiments and battles of the British Army of the First World War, and how to research and understand them.

Research Enquiries

All research **must** begin with an email or written letter addressed to:

Archive Department, The RLC Museum,
Worthy Down, Winchester, SO21 2RG

research@rlcmuseum.com

Submitting a Research Enquiry:

When submitting an enquiry, please provide as much of the following information as possible:

- Your name and address, telephone number and email address.
- As much background information about your enquiry as possible. In particular, be sure to tell us what you already know. Try and be specific about company, squadron or regimental titles and numbers, the names of persons and places and dates.
- If you have a copy of service records or photographs, please include photocopies or soft copies.
- Please be explicit about the question(s) you wish to have answered.

The RLC Museum does not hold individual soldiers service records.