



# *National Archives and Records Administration*

8601 Adelphi Road  
College Park, Maryland 20740-6001

## ***State Department and Foreign Service Employees: Personnel Lists and Official Personnel Files (OPFs), 1778–1990***

State Department records include printed sources and records relating to employees of the Department or in the Diplomatic or Consular Service before 1924, or the Foreign Service after 1924. The National Archives holds records of the office but not the personal papers of the officeholder.

### **Printed Personnel Lists**

\_\_\_ *Biographic Register*. Published annually from 1860 to 1974, it provides biographic information about personnel of the Department of State and Foreign Service.

\_\_\_ *Principal Officers of the Department of State and United States Chiefs of Mission, 1778–1990* (Washington: Department of State Publication 9825, January 1991). This publication is divided into three parts. Part 1 includes listings of people appointed, nominated, or designated for positions in the State Department; arranged by position. Part 2 lists individuals who served as chief of a U.S. mission in a foreign country; arranged by country. Part 3 is an alphabetical name index of all persons mentioned in Parts 1 and 2.

### **Lists of Personnel at Foreign Service Posts, 1789–1939**

The following lists provide information about diplomatic and consular officers, showing the name of the post, type of position, the name of the officer and date appointed, the place of birth, state of residence when appointed, and sometimes the dates of death, retirement, resignation, or transfer to another post.

\_\_\_ M586, *List of U.S. Diplomatic Officers, 1789–1939*. 3 rolls. DP. Arranged alphabetically by country, then by class of officer, then chronologically by date of appointment.

\_\_\_ M587, *List of U.S. Consular Officers, 1789–1939*. 21 rolls. DP. Arranged alphabetically by city where the consular post was located, then by class of consular officer, then chronologically by date of appointment.

### **Official Personnel Files (OPFs)**

The official personnel files (OPFs) of State Department and Foreign Service employees whose service ended after 1882 are located at the National Personnel Records Center in St. Louis. To request access to archival files from 1882 to 1951, write to

National Archives and Records Administration  
ATTN: Archival Programs  
P.O. Box 38757  
St. Louis, MO 63138.

Files after 1951 are considered non-archival; written requests for more information should be sent to the National Personnel Records Center Annex, 1411 Boulder Boulevard, Valmeyer, IL 62295.

For more information, see the following reference reports:

- *State Department and Foreign Service Personnel: Appointment Records, 1797–1968*
- *Employees of the Department of State in the Official Register of the United States, 1817–1925*

Rev. June 2013