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## Local Board Memorandum No. 115, Effective February 21, 1945

United States. Selective Service System

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# SELECTIVE SERVICE SYSTEM

(as amended February 21, 1945)

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## Local Board Memorandum No. 115

*reproduced in this pamphlet for the information of members and associates of the American Institute of Accountants*

# Local Board Memorandum No. 115

*Issued: March 16, 1942*

As Amended February 21, 1945

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## SUBJECT: OCCUPATIONAL CLASSIFICATION OTHER THAN AGRICULTURE

### PART I—GENERAL POLICIES

*1. Objectives of the Selective Service System.*—The primary objective of the Selective Service System is to select and forward for induction the number and type of men required to bring the armed forces to their authorized strength and to provide the armed forces with necessary replacements. The secondary objective of the Selective Service System is to accomplish this result in such a manner as to interfere as little as possible with activities in war production or in support of the national health, safety, or interest.

*2. The effect of the requirements of the armed forces on classification policies.*—The number of men required by the armed forces as replacements depends upon the fortunes of war. The classification policy of the Selective Service System, therefore, cannot be rigid but must be subject to adjustment as the needs of the armed forces change. The armed forces have indicated that their greatest immediate need is for physically fit men in the younger age groups, capable of the highest degree of efficiency under combat conditions. Accordingly, occupational deferment policies have been adopted which should release large numbers of younger physically fit men for military service and, at the same time, provide for the deferment of sufficient numbers of men to engage in activities in war production or in support of the national health, safety, or interest who are in the older age groups or are in the younger age groups but are either physically disqualified for any military service or qualified for limited military service only. The requirements of the armed forces for combat re-

placements have sharply increased and the supply of physically fit men in the age group 18 through 25 is practically exhausted. It is also true that the supply of men ages 26 through 29 is extremely limited. Therefore, under the policies it is now necessary to establish, the prospect for registrants ages 18 through 29 is that they will be inducted unless the information submitted to local boards by employers in accordance with the provisions of this memorandum indicates that they are "necessary to and regularly engaged in" and are indispensable and irreplaceable in an activity in war production or in support of the national health, safety or interest. The prospect for registrants ages 30 through 37 is that the increased needs of the armed forces for physically fit men and the limited supply in age group 18 through 29 will result in the induction of physically fit men in this age group, and especially those under the age of 34, to the extent necessary to fill calls.

## PART II—REGISTRANTS AGES 18 THROUGH 29

1. *Changed procedure.*—Because of the establishment of the new special procedures for registrants ages 18 through 29 described in this part, the regulations and this memorandum have been amended to eliminate the special restrictions and procedures which have heretofore applied solely to registrants ages 18 through 25.

2. *General rule.*—A registrant aged 18 through 29 may be retained or placed in Class II—A or Class II—B if the local board finds that he is "necessary to and regularly engaged in" an activity in war production or in support of the national health, safety or interest, in accordance with the standards and procedures described in this memorandum.

3. *New Forms 42A (Special-Revised).*—Form 42A (Special) has been revised as of 2/19/45 to meet the requirements of the new procedures for the requesting of and the *certification* of requests for deferment of registrants 18 through 29, and will hereafter be known as Form 42A (Special-Revised). (Form 42

(Special) governing registrants ages 18 through 29 in the Merchant Marine will be filed as set forth in paragraph 8 below.)

4. *New procedures and their significance in deferment consideration.*—Under the direction of the Office of War Mobilization and Reconversion, arrangements have been made by the Director of Selective Service and the Federal Government agencies having jurisdiction over activities in war production or in the national health, safety or interest, under which employers will file new Affidavits—Occupational Classification (Form 42A Special-Revised), except as provided in paragraphs 8 and 9 of this part, as rapidly as possible for registrants ages 18 through 29 for whom requests for retention in or classification into Class II-A or Class II-B will be made. Under these arrangements every employer will be requested to submit Forms 42A (Special-Revised) to the appropriate agency of the Federal Government for *certification* or denial of *certification*. These agencies have agreed to specific limitations upon the total number of *certifications* that will be made upon Forms 42A (Special-Revised) by each agency and definite limitations upon the type of persons to be *certified*. Employers may file Forms 42A (Special-Revised) with the local board even though *certification* has been denied by the Federal Government agency having jurisdiction or if the employer does not come within the jurisdiction of any Federal Government agency. The list of Federal Government agencies authorized to *certify* Forms 42A (Special-Revised) is attached to this memorandum as Appendix A, and the signature of any representative of a Federal Government agency on the List shall be considered by the local board as an authorized *certification*. The division of jurisdiction over activities in war production or in the national health, safety or interest, will be determined by a Committee of the agencies and appropriate measures will be taken by the agencies to avoid duplication. It is therefore deemed unnecessary to indicate which activities are under the jurisdiction of the several agencies listed.

5. *Consideration to be given to certified Forms 42A (Special-Revised).*—In the classification or reclassification into Class II–A or Class II–B of a registrant for whom Form 42A (Special-Revised) is filed, the local board will consider the *certification* as authoritative information that the Federal Government agencies charged with the prosecution of the war, including the War and Navy Departments, have agreed that the registrant is one of the indispensable and irreplaceable men the request for whose deferment they are therefore willing to *certify*. Local boards will give Forms 42A (Special-Revised) so *certified* most serious consideration.

6. *Consideration to be given to Forms 42A (Special-Revised) bearing no certification.*—Local boards may receive from employers Forms 42A (Special-Revised) which do not bear the *certification* of an authorized Federal Government agency either because such *certification* has been denied or because the employer does not come under the jurisdiction of one of the agencies listed in Appendix A. Whenever a Form 42A (Special-Revised) has been filed which does not bear the *certification* of a Federal Government agency, consideration may be given for the classification of the registrant in Class II–A or Class II–B, but only if the local board or a Board of Appeal determines that the registrant is “necessary to and regularly engaged in” and is indispensable and irreplaceable in an activity in war production or in support of the national health, safety or interest.

7. *Review and reopening of the classification of registrants ages 18 through 29.*—Local boards are now engaged in the reclassification of registrants in the age group 18 through 29. In considering registrants of this age group for reclassification out of Class II–A and Class II–B, local boards should first select for reclassification those registrants who the local board finds are not “necessary to and regularly engaged in” and not indispensable or irreplaceable in war production or in support of the national health, safety or interest. Local boards may continue to reclassify registrants ages 18 through 29 out of Class II–A and

Class II-B for the purpose of filling calls even though the current deferment of any such registrant has not expired (except as otherwise provided in paragraphs 8 and 9 of this Part), provided that:

(a) When the local board receives a Form 42A (Special-Revised) for a registrant, regardless of his current classification or whether an order to report for induction has been issued, which bears the *certification* of one of the Federal Government agencies on the list in Appendix A, it shall immediately reopen and consider the registrant's classification anew in the light of such *certification*.

(b) When the local board receives a Form 42A (Special-Revised) which does not bear the *certification* of one of the Federal Government agencies listed in Appendix A, it:

(1) If the registrant is in Class I-A, Class I-A-O, or Class IV-E, may reopen the case and consider the registrant's classification anew but only if the local board finds the registrant to be "necessary to and regularly engaged in" and indispensable and irreplaceable in an activity in war production or in support of the national health, safety or interest; provided the registrant has not been issued an order to report for induction.

(2) If the registrant is in Class II-A or Class II-B, shall reopen the case and consider the registrant's classification anew but such registrant shall not be retained in Class II-A or Class II-B unless the local board finds the registrant to be "necessary to and regularly engaged in" and indispensable and irreplaceable in war production or in support of the national health, safety or interest.

(c) Since it may take until April 1, 1945 for new Forms 42A (Special-Revised) to be filed with local boards; present Forms 42A (Special), Forms 42A and other occupational affidavits now

on file may be considered as remaining in effect until replaced by a Form 42A (Special-Revised) or until April 1, 1945, or until the period of deferment requested expires, whichever occurs first. (The provisions of this subparagraph do not apply to registrants described in paragraphs 6 and 9 of this memorandum.)

(d) As promptly as possible after April 1, 1945, the local board shall reopen and consider anew the case of every registrant age 18 through 29 still remaining in Class II-A or Class II-B for whom it has received no Form 42A (Special-Revised) even though the current deferment of the registrant has not expired. (The requirements of this subparagraph do not apply to registrants described in paragraphs 8 and 9 below.)

(e) The forms and procedures described in this paragraph will not apply to registrants ages 18 through 29, classified in Class II-A (F), Class II-A (L), Class II-B (F), or Class II-B (L), since such registrants will be considered under the provisions of paragraph 10 of this Part.

8. *Special procedures for registrants ages 18 through 29 in the merchant marine.*—The Form 42A (Special-Revised) *certification* procedures do not apply to the requests for the deferment of registrants ages 18 through 29 in the merchant marine or in the Army Transportation Corps, or in training therefor, and requests for the deferment of such registrants which are now on file or which are made as provided in this paragraph will be given the same consideration as if a Form 42A (Special-Revised) bearing a *certification* of a Federal Government agency had been filed in their cases.

(a) *Personnel of the Merchant Marine and the Army Transportation Corps and persons in training therefor.*—The procedures which heretofore applied to registrants ages 18 through 25 in the Merchant Marine or Army Transportation Corps, or in training therefor, are extended to cover registrants ages 18 through 29. Therefore,



Form 42 (Special) will now be filed for every registrant age 18 through 29 whose classification in Class II-A or Class II-B is requested by the War Shipping Administration. These forms will be filed as rapidly as possible for the additional registrants covered in this age group, and all such registrants in this age group will be considered for occupational deferment on the same basis as registrants for whom a *certified* Form 42A (Special-Revised) has been filed and in accordance with the provisions of Local Board Memorandum No. 115-H. Present Forms 42 (Special) and Forms 42, filed in accordance with Part V of Local Board Memorandum No. 115-H will be considered as remaining in effect until they are replaced by new Forms 42 (Special) and the cases of such registrants ages 18 through 29 will not be reopened unless the local board has information of a change in the registrant's status, or his current deferment has expired.

(b) *Aliens in merchant marine of cobelligerent nation.*—The procedures which heretofore applied to nondeclarant alien registrants ages 18 through 25 who are regularly engaged as seamen in off-shore shipping for the merchant marine of a cobelligerent nation are extended to cover registrants ages 18 through 29. Therefore, Form 42 (Special) will now be filed for every registrant 18 through 29 whose classification in Class II-A or Class II-B is requested by an authorized representative of a cobelligerent nation. These forms will be filed as rapidly as possible for the additional registrants covered by the extension of the age group, and all such registrants in this age group will be considered for occupational deferment on the same basis as registrants for whom a *certified* Form 42A (Special-Revised) has been filed. Present Forms 42 (Special) and Forms 42 now on file will be considered to remain in effect until they are replaced by new Forms 42 (Special) and the cases of such registrants ages 18 through 29 will not be reopened unless the local board

has information of a change in the registrant's status or his current deferment has expired.

9. *Special procedures for registrants ages 18 through 29 in certain other activities, excluding registrants in the merchant marine.*—The *certification* procedures do not apply to the requests for the deferment of registrants ages 18 through 29 engaged in the activities listed in this paragraph and requests for the deferment of such registrants which are now on file or which are made as provided in this paragraph will be given the same consideration as if a Form 42A (Special-Revised) bearing a *certification* of a Federal Government agency had been filed in their cases.

(a) *Students in medicine, dentistry, veterinary medicine or osteopathy.*—Registrants ages 18 through 29 for whom a Form 42A (Special-Revised) is filed and in whose case the local board determines that they are pursuing a full time course of study in medicine, dentistry, veterinary medicine and osteopathy in a recognized school of medicine, dentistry, veterinary medicine or osteopathy until their graduation, and that they have completed a satisfactory preprofessional course prior to their entrance, will be considered on the same basis as registrants for whom a *certified* Form 42A (Special-Revised) has been filed. Present Forms 42A (Special), Forms 42A or other occupational affidavits on file for such registrants will be considered as remaining in effect until they are replaced by Form 42A (Special-Revised) and the cases of such registrants ages 18 through 29 will not be reopened unless the local board has information of a change in the registrant's status or his current deferment has expired. (A "satisfactory preprofessional course" shall mean such work as is ordinarily required for entrance by medical, dental, veterinary medicine and osteopathy schools of good reputation.)

(b) *Osteopaths.*—Registrants ages 18 through 29 for whom a Form 42A (Special-Revised) is filed and in whose case the local board deter-

mines that they are practicing osteopaths will be considered on the same basis as registrants for whom a *certified* Form 42A (Special-Revised) has been filed. Present Forms 42A (Special), Forms 42A or other occupational affidavits on file for such registrants will be considered as remaining in effect until they are replaced by Form 42A (Special-Revised) and the cases of such registrants ages 18 through 29 will not be reopened unless the local board has information of a change in the registrant's status or his current deferment has expired.

(c) *Chinese trainees.*—Registrants ages 18 through 29 for whom Forms 42A (Special-Revised) are filed by the Chinese Embassy and concurred in or approved by the Department of State and the Director of Selective Service and who the local board determines are citizens of China pursuing practical training in this country will be considered on the same basis as registrants for whom a *certified* Form 42A (Special-Revised) has been filed. Present Forms 42A (Special), Forms 42A or other occupational affidavits on file for such registrants will be considered as remaining in effect until they are replaced by Form 42A (Special-Revised) and the cases of such registrants ages 18 through 29 will not be reopened unless the local board has information of a change in the registrant's status or his current deferment has expired.

(d) *American Field Service.*—Registrants ages 18 through 29 for whom Forms 42A (Special-Revised) are filed by the American Field Service and who the local board determines to be actively engaged in the American Field Service, including those on regular furlough therefrom, may be considered on the same basis as registrants for whom a *certified* Form 42A (Special-Revised) has been filed. Present Forms 42A (Special), Forms 42A or other occupational affidavits on file for such registrants will be considered as remaining in effect until they are replaced by

Form 42A (Special-Revised), and the cases of such registrants ages 18 through 29 will not be reopened unless the local board has information of a change in the registrant's status or his current deferment has expired.

(e) *Armed forces of cobelligerent nations.*—Registrants ages 18 through 29 for whom the local board has written information that they are in the armed forces of a cobelligerent nation, regardless of the form in which such information has been filed, will be considered on the same basis as registrants for whom a *certified* Form 42A (Special-Revised) has been filed. Information now on file with respect to such registrants will be considered as remaining in effect, and the cases of such registrants will not be reopened unless the local board has information of a change in the registrant's status.

10. *Federal Government employees.*—Federal Government employees ages 18 through 29 will be covered in the same manner as registrants in private employment, provided that the provisions of Public Law 23 and Local Board Memorandum No. 115-F are complied with, and every Form 42A (Special-Revised) which is filed for such registrants must bear the prescribed authorized government request stamp or notation. (The filing of Form 42 Sup. with local boards for Federal Government employees ages 18 through 29 is no longer required.)

11. *Registrants disqualified for military service or qualified for limited military service only.*—A registrant age 18 through 29 found to be disqualified for any military service or found to be qualified for limited military service only may be retained or placed in Class II-A if he is "regularly engaged in" an activity in support of the national health, safety or interest, or in Class II-B if he is "regularly engaged in" an activity in war production. (Form 42A (Special-Revised) is not required for such registrants. Forms previously used for such registrants may continue to be used.)

12. *Local board report.*—In order to provide the Director of Selective Service with accurate information concerning the classification of registrants ages 18 through 29 under the provisions of this memorandum, and to provide information on the number of *certifications* made by certifying agencies, the local board will report as follows:

1. When a Form 42A (Special-Revised) has been filed, whether *certified* or *uncertified*, the local board immediately after classifying the registrant will make sure that the registrant's order number on the front of the Form 42A (Special-Revised) is correct, and complete the Report of Local Board on the back of the duplicate and triplicate copies of such form and will:

(a) Transmit the duplicate copy to the Director of Selective Service, Gimbel Building, Philadelphia, Pennsylvania, attached to the Local Board Action Report (Form 110) for the local board meeting at which such classification was made, and

(b) Transmit the triplicate copy to the State Director of Selective Service for the State in which the local board is located.

2. If a Form 42 (Special) has been filed, the local board immediately after classifying the registrant will make sure that the registrant's order number on the front of the Form 42 (Special) is correct and complete the Report to the Director of Selective Service on the back of the duplicate copy and shall transmit the duplicate copy to the Director of Selective Service, Gimbel Building, Philadelphia, Pennsylvania, attached to the Local Board Action Report (Form 110) for the local board meeting at which such classification is made.

3. Reporting procedure formerly in effect required a Report by the local board only in those cases where the registrant was deferred. Under the

revised procedures the local board will report immediately following its initial classification action in every case regardless of the class.

### PART III—REGISTRANTS AGES 30 THROUGH 37

1. *Regulations amended.*—Section 622.21 and section 622.22 of the regulations have been amended to provide (a) for the classification in Class II–A or Class II–B of a registrant age 30 through 33 when the local board finds such registrant to be “necessary to and regularly engaged in” an activity in war production or in support of the national health, safety or interest, and (b) for the classification in Class II–A or Class II–B of a registrant age 34 through 37 when the local board finds such registrant to be “regularly engaged in” an activity in war production or in support of the national health, safety or interest.

2. *Reclassification as necessary to fill calls.*—As it becomes necessary in order to fill calls to classify or reclassify registrants ages 30 through 37 into Class I–A or Class I–A–O, the tests for retention in or classification into Class II–A or Class II–B in this age group will be as follows:

(a) Registrants ages 30 through 33:

(1) The registrant must be “necessary to and regularly engaged in” an activity in war production or in support of the national health, safety, or interest;

(2) If all other factors are equal, a father should be given greater consideration for occupational deferment than a nonfather in this age group.

(b) Registrants ages 34 through 37:

(1) Merely the determination is required that the registrant is “regularly engaged in” an activity in war production or in support of the national health, safety, or interest.

3. *Applicable forms.*—Forms 42 or 42A should be used in making a request for occupational deferment of registrants in this age group.

4. *Federal Government employees.*—For a registrant in this age group who is a Federal Government employee, the provisions of Local Board Memorandum No. 115-F will be applied.

#### PART IV—INFORMATION AND GUIDES

1. *List of Essential Activities.*—The Office of War Mobilization and Reconversion has furnished the Selective Service System with the War Manpower Commission's List of Essential Activities which is attached to this memorandum. The list has been revised to specify those activities that are most critical to the war program at this time. The critical activities are set forth in the list in bold-face type. The List of Essential Activities should be used by the agencies of the Selective Service System as a guide in occupational classification matters along with all other available information, but the fact that a registrant's activity is not listed on the List of Essential Activities does not preclude consideration for occupational deferment if the local board, upon its own knowledge, determines that the activity in which the registrant is engaged qualifies him for occupational deferment under the policies and procedures prescribed for registrants in his age group in this memorandum.

2. *All available information to be considered.*—In determining whether a registrant should be classified in Class II-A or Class II-B, all available information from national, regional, State, and local levels will be used. All information presented must be considered and evaluated. The agencies of the Selective Service System may use the facilities of the United States Employment Service for information with respect to the occupation of registrants.

3. *Registrant engaged in seasonal occupation.*—A registrant engaged in a seasonal occupation who is qualified for occupational deferment shall be continued therein, even though he moves from one locality to another for the purpose of following local seasons, provided that during the off season he engages in an activity in war production or in support

of the national health, safety, or interest, and provided further that upon the reopening of the season he returns to his seasonal occupation.

4. *Determination of age.*—Whenever the local board, the Board of Appeal, or the President classifies or reclassifies a registrant under the provisions of this memorandum, it shall determine the registrant's age as of the date of such classification or reclassification.

5. *Request for deferment of registrants disqualified for general military service.*—The request for the occupational deferment of a registrant who is engaged in an activity in war production or in an activity in support of the national health, safety, or interest, and who has been found disqualified for any military service or qualified for limited service only, should be made on a Form 42 or Form 42A regardless of the registrant's age, and will bear on the face thereof the words "disqualified for any military service," or "qualified for limited military service only." Such registrants will be identified by letter suffix in accordance with section 622.83 of Selective Service Regulations.

6. *Filling of calls.*—(a) Calls for preinduction physical examination and induction will be filled in the sequence provided in section 629.2 (b) and section 632.4, respectively, of the Regulations.

(b) Section 632.4 of the Regulations has been amended to provide that in filling calls for induction the local board will so far as possible first select and order to report for induction registrants in the age group 18 through 29, and then, if necessary to fill the balance of the call, registrants in this age group 30 through 37. Within each age group registrants shall be selected and ordered to report for induction in the manner and sequence provided in section 632.4 of the Regulations.

LEWIS B. HERSHEY,  
*Director*



## APPENDIX A

List of Federal Government Agencies Authorized to  
Certify Form 42A (Special-Revised):

| AGENCY   | AGENCY CODE<br>NUMBER |
|--|-----------------------|
| Army Service Forces.....   | 1                     |
| Navy Department .....  | 2                     |
| Army Air Forces .....  | 3                     |
| War Production Board .....   | 4                     |
| Maritime Commission .....  | 5                     |
| Petroleum Administration for War.....                              | 6                     |
| Office of Defense Transportation.....                              | 7                     |
| War Food Administration.....                                       | 8                     |
| Coordinator of Fisheries.....                                      | 9                     |
| Rubber Reserve .....   | 10                    |
| Solid Fuels Administration for War.....                            | 11                    |
| Review Committee on Deferment of Gov-<br>ernment Employees .....   | 12                    |
| National Roster of Scientific and Special-<br>ized Personnel ..... | 13                    |
| Office of Scientific Research and Develop-<br>ment .....           | 14                    |
| Procurement and Assignment Service....                             | 15                    |