



Discover WW1

How to Open a Personnel File Online

1. Visit the 'Discover World War One' page at: www.archives.govt.nz/world-war-one

By the Ministry of Information
ARCHIVES
NEW ZEALAND

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Discover World War One

NZDF Personnel File Search

E.g. COOP, Edwin Palin - WW1 70384 - Army

Search

Search our database of all known New Zealanders that served in World War One. Archives New Zealand has developed this simple search to improve your experience of finding this newly available collection of records. If you would like to search outside of this collection please use our advanced finding aid [Archway](#).

NZDF Personnel Files

Archives New Zealand holds the New Zealand Defence Force (NZDF) Personnel Files for all known New Zealanders who served in the First World War. This is a unique collection of records that exists across 15 different archival series. The digitisation of these records has been the largest project of this kind Archives New Zealand has undertaken and one of the largest in New Zealand history. Over 140,000 individual records have been digitised comprising around 4 million individual images. Due to the unique nature of the records, they were scanned by hand one image at a time. During the project Archives New Zealand undertook research and development of the JPEG2000 image format and its compression technology, which has allowed for an average reduction of 60% in the data size of the more commonly and previously used TIFF images.


Perhaps most significantly, the majority of these files have never been available to the public until this digitisation project was undertaken. The records contain information of interest to personal and professional researchers alike and they are now available online for all to see.

Explore WW1 Resources & Projects

If you are interested in finding out more about the First World War try one of these resources as a starting point for your research. We also offer a [war research guide](#) for more comprehensive research of our holdings.

- [New Zealand War Art Collection](#) - a collection of war art commissioned by the NZDF.
- [New Zealand Unit War Diaries](#) - a collection of unit war diaries.
- [Research WW1 Soldiers](#) - for guidance about researching WW1 soldiers.
- [WW100](#) - managed by the Ministry of Culture and Heritage, this website has information about WW100 centenary projects, events and activities, a timeline, and more...
- [WW100 Facebook](#) - [WW100 Facebook page](#) with content from Archives New Zealand.
- [National Library WW1 Research Guide](#) - [Alexander Turnbull & National Library WW1 Research guide](#)
- [WW100 Sites & Sources](#) - a comprehensive list of sites and sources for learning about the history of the First World War from a New Zealand perspective, and the role your family members might have played in it.
- [The Great War Stories](#) - a history of New Zealand and the First World War.
- [Cenotaph Database](#) - the Cenotaph database holds a basic record for most of the soldiers in WW1.
- [Personal War Diaries](#) - the National Library have digitised many of the personal diaries of service personnel, and you can now read them - and a blog about their digitisation - online.
- [Papers Past](#) - [Papers Past](#) contains more than three million pages of New Zealand newspapers and periodicals. The collection covers the years 1839 to 1945 and includes 83 publications from all regions of New Zealand.

World War One Art



The collection has its origins in World War One, when countries appointed official war artists to provide a record of their involvement in the conflict. New Zealand did not appoint official war artists until late in the war, due to concerns about the costs involved. However many works of art prompted by the war were produced before that time, and some were later purchased for, or donated to, the collection.

New Zealand's first officially appointed war artists were Nugent Welch, George Edmund Butler and the English artist, Alfred Pease. Their appointments were made in 1918, following the example of the British, Canadian, and Australian governments, each of whom had their own war artists in the field. Sir Andrew Russell, Commander of the New Zealand (NZ) Division in France, acted first, asking for a return of artists in the Division. In April, he appointed the landscape artist Nugent Welch as Divisional Artist, attaching him to the Headquarters of the New Zealand Division. In July, Welch returned to London where he painted his first works from photographs and sketches.

Prime Minister Massey approved the employment of further artists in June. Consequently George Butler and Alfred Pease were enlisted as official New Zealand War Artists for a six month period from September 1918.

Welch returned to France on 22 September 1918, followed by Butler and Pease on 27 September. There the artists completed sketches and watercolours. Pease returned to London by the end of October to work on large canvases, while Butler and Welch remained working in France, up to and following the November armistice.

The War Artists were demobilised in March 1919, but further artworks were commissioned by the new War Museum Committee in September 1919. The Committee authorised the commissioning of six portraits of the New Zealand Victoria Cross winners, for which they paid £50 pounds each, and also authorised Butler to enlarge some of his sketches to oils. The number of portraits was subsequently increased to seventeen, with the works being completed by 1921.

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Page Top

2. Enter a name or service number

Your search will take you to Digital NZ:

The screenshot shows the DigitalNZ search interface. At the top, there is a navigation menu with links for Home, About, Blog, Developers, Partners, Schools, Make it Digital, and Help. On the right side of the menu are links for Login and Signup. Below the menu is the DigitalNZ logo (DIGITALNZ Ā-TIHI O AOTEAROA) and a search bar containing the text 'palin'. To the right of the search bar is a 'GO' button and an 'OPEN FILTERS' button. Below the search bar, there are three filter tags: 'Content Provider: Archives New Zealand Te Rua Mahara o te Kāwanatanga', 'Website: Archway', and 'CLEAR ALL'. Below the filters is a category selection bar with 'All' (3), 'Image' (0), 'Audio' (0), 'Video' (0), 'Sets' (0), and 'More'. The main content area displays three search results, each with a title, a description, a source link, and an 'ADD TO MY SETS' button. To the right of each result is a thumbnail image of a document page. The first result is for 'COOP, Edwin Palin', the second for 'COOP, Edward Palin', and the third for 'PALIN, Henry William Bourne'. The bottom of the page features a dark footer with the text 'Follow DigitalNZ'.

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DIGITALNZ
Ā-TIHI O AOTEAROA

palin GO OPEN FILTERS

x Content Provider: Archives New Zealand Te Rua Mahara o te Kāwanatanga x Website: Archway x CLEAR ALL

All 3 Image 0 Audio 0 Video 0 Sets 0 More ▾

COOP, Edwin Palin
Military personnel files for COOP, Edwin Palin - WW1 70384 - Army ; Record no: 0028034; R no: R21897135; Series: 18805;
New Zealand Defence Force, Archives New Zealand Te Rua Mahara o te Kāwanatanga [↗](#)
[+ ADD TO MY SETS](#)

COOP, Edward Palin
Military personnel files for COOP, Edward Palin - WW1 70384 - DPF [Duplicate Personnel File]; Record no: 0129295; R no: R20546015; Series...
New Zealand Defence Force, Archives New Zealand Te Rua Mahara o te Kāwanatanga [↗](#)
[+ ADD TO MY SETS](#)

PALIN, Henry William Bourne
Military personnel files for PALIN, Henry William Bourne - WW1 6/319 - Army ; Record no: 0089640; R no: R21383487; Series: 18805;
New Zealand Defence Force, Archives New Zealand Te Rua Mahara o te Kāwanatanga [↗](#)
[+ ADD TO MY SETS](#)

Follow DigitalNZ

3. Click on a name, and then either of these links:

The screenshot shows the DigitalNZ website interface. At the top, there is a search bar with the text 'palin' and a 'GO' button. Below the search bar, there are filters for 'Content Provider: Archives New Zealand Te Rua Mahara o te Kāwanatanga' and 'Website: Archway'. The main content area displays a search result for 'COOP, Edwin Palin' with a snippet: 'Military personnel files for COOP, Edwin Palin - WW1 70384 - Army ; Record no: 0028034; R no: R21...'. Below the snippet is a 'Get involved in the conversation' section with a comment box and a 'Comment' button. To the right of the snippet is a detailed record view for 'COOP, Edwin Palin'. This view includes a 'VIEW AT:' section with a link to 'Archway', a 'FROM:' section with 'New Zealand Defence Force, Archives New Zealand Te Rua Mahara o te Kāwanatanga', and other metadata such as 'By: New Zealand Defence Force', 'Date: 1914 - 1918', 'Description: Military personnel files for COOP, Edwin Palin - WW1 70384 - Army ; Record no: 0028034; R no: R21897135; Series: 18805;', 'Usage: Share, Modify', 'Format: Reference_sources', and 'Subject: Military, Personnel records, World War I, New Zealand Army'. At the bottom of the record view, there are social media sharing buttons for 'Tweet', 'g+1', 'Like', and 'Share'.

www.digitalnz.org/records/35012243?search[0][content_partner]=Archives+New+Zealand+Te+Rua+Mahara+o+te+Kāwanatanga&search[0][primary_collection]=Archway&search[text]=palin

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DIGITALNZ
Ā-TIHI O AOTEAROA

palin GO OPEN FILTERS

Content Provider: Archives New Zealand Te Rua Mahara o te Kāwanatanga Website: Archway CLEAR ALL

Return to results Previous Next

COOP, Edwin Palin
Military personnel files for COOP, Edwin Palin - WW1 70384 - Army ; Record no: 0028034; R no: R21...

Get involved in the conversation

Add a comment...
 Also post on Facebook
Posting as Dave Sanderson (Change) Comment

Facebook social plugin

COOP, Edwin Palin
+ ADD TO MY SETS

VIEW AT:
Archway

FROM:
New Zealand Defence Force, Archives
New Zealand Te Rua Mahara o te
Kāwanatanga

By:
New Zealand Defence Force

Date:
1914 - 1918

Description:
Military personnel files for COOP, Edwin Palin - WW1
70384 - Army ; Record no: 0028034; R no: R21897135;
Series: 18805;

Usage:
Share, Modify

Format:
Reference_sources

Subject:
Military, Personnel records, World War I, New Zealand Army

Tweet g+1 Like Share 0

api.digitalnz.org/records/35012243/source

4. This launches the Viewer

The default view allows the record to be viewed page by page on screen

Reinforcement: **HISTORY-SHEET.** (Form No. 1)

Unit: *A.M.R.* Rank: *Sgt.* Service: *10002* Service No. *10002*

Occupation: *Farmer* Religion: *Presby* Last New Zealand address: *Auckland*

Last employer: *Self*

Name, relationship, and address of next-of-kin (if not resident in New Zealand, insert also name and address of nearest relative in New Zealand):
Mrs J.S. Coop (Mother) Kaitiaki Auckland

MEDAL ACTION COMPLETE.
No. *10002* Rank: *Sgt.*
Name: *Edwin Palin*
Address: *Auckland*

Service: *10002*

Periods of Service. Theatres of Operation.

Period	Theatre
In New Zealand ... years ... days	Australasian
Overseas ... years ... days	Egyptian
Total service ... years ... days	Egyptian E.P.
Date equipment duty: <i>17.12.17</i>	Balkan
Date finally discharged: <i>7.10.19</i>	Western European
	Asiatic

Decorations: *M.B.M. 6-11-18* *27.10.19*
 BRITISH WAR MEDAL
 VICTORY MEDAL

The foregoing particulars are correct.
Signature: _____
R.S. - Do not omit to advise this office of any future change of address.

Discharge: Provisional: _____ Intended address: *Auckland*
Final: *7.10.19*

Pension: *A.F.S. 100 RECEIVED 10.9.19*

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5. To download and print the record:

*Some (but not all) have a PDF version available which is suitable to download and print as one package**

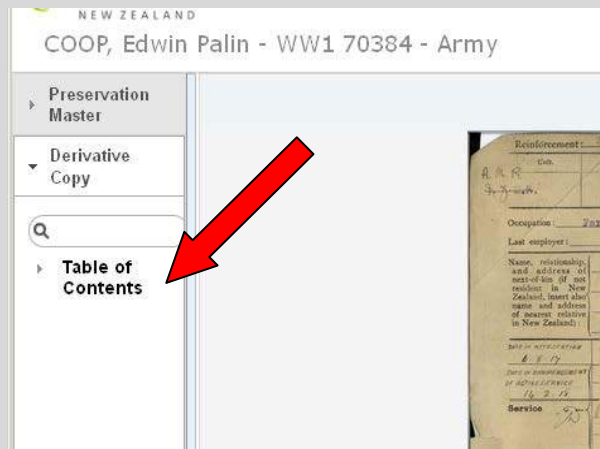
To find a PDF version:

Ensure the page is maximised on your screen

Click 'Derivative Copy' at the bottom left of the page.

Click 'Table of contents'

Click 'Image 1'



** If the words 'Derivative Copy' is not at the bottom of the page, then a PDF does not yet exist.*