

HVSR

Voices of Honduras Service

Contribution Preparation Guide

Honduras Veterans Service Recognition

This guide helps service members, witnesses, families, document holders, and researchers prepare material for possible submission to HVSR. It is a preparation guide, not a submission form. Nothing is transmitted by this document.

What to prepare

- **Branch or component:** Army, Air Force, Marine Corps, Navy, National Guard, Reserve, or other relevant service context.
- **Unit:** Unit, detachment, task force, organization, or supported organization, if known.
- **Dates:** Approximate or exact dates of Honduras service or the event being described.
- **Locations:** Bases, camps, cities, routes, project sites, airfields, ports, or other places.
- **Role:** Duty position, assignment, mission, or reason for being present.
- **Firsthand account:** Describe what you personally saw, heard, did, or experienced.

Separate fact, recollection, and uncertainty

Please distinguish direct observation from information learned from another person or source. If a date, name, unit, location, or detail is uncertain, say so. Approximate information is useful when it is clearly identified as approximate.

Photographs and documents

Describe each photograph or document and, when known, identify who created it, when it was created, where it came from, and what it depicts or establishes. Keep original files and documents intact. Preserving original context and provenance can be as important as the image or text itself.

Protect private information

Private contact information belongs only in a controlled HVSR intake process and should not appear in proposed public material. Do not include Social Security numbers, full dates of birth, home addresses, signatures, medical details, or unrelated third-party personal information in a public-facing copy.

How HVSR handles contributions

1. Submission or transfer through an approved controlled intake channel.
2. Identity, service context, relevance, privacy, and source review.
3. Historical evidence classification separate from publication review.
4. Redaction or editing when needed to protect private information.
5. Explicit approval of the final public version before publication.

Publication is not verification

Permission to publish and historical verification are separate decisions. An approved firsthand account may remain classified as testimony or recollection. A verified document may still require privacy, permission, and publication review before it can appear publicly.

No automatic publishing

Nothing submitted to HVSR should automatically appear on the public website. Unpublished submissions and private source material do not belong in the public website package.

Preserve the record. Establish the evidence. Identify the gap. Build the case.