



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION  
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001  
[www.archives.gov](http://www.archives.gov)

***Sent Via Email. No Hard Copy to Follow.***

July 10, 2018

Mr. John Ellis  
U.S. Environmental Protection Agency  
1200 Pennsylvania Ave NW (MC 2822T)  
Washington, DC 20460

Dear Mr. Ellis:

On behalf of the National Archives and Records Administration (NARA), I am contacting you about an alleged unauthorized disposition of U.S. Environmental Protection Agency (EPA) records, based on a news article published by CNN on July 2, 2018 (see attachment). The news article stated that meetings and appointments on former EPA Administrator Scott Pruitt's official calendar were scrubbed, altered, or removed. The CNN article follows a May 11, 2018 article in *The New York Times*, "Pruitt's Dinner with Cardinal Accused of Abuse Was Kept Off Public Schedule," as well as a September 26, 2017 letter from the EPA to the Environmental Integrity Project, concerning "Freedom of Information Act Request No. EPA-HQ-2017-007486, Environmental Integrity Project v. EPA, Case No. I -17-cv-1203 (D.D.C.)," which discussed issues concerning Mr. Pruitt's calendar.

In accordance with 36 CFR 1230.16(b), NARA is requesting that EPA provide us with a response within 30 calendar days indicating the specific actions EPA will take to address these allegations. If EPA determines that an unauthorized disposition has occurred, then EPA must submit a report to NARA, as described in 36 CFR 1230.14, which should address whether specific records can be recovered, recreated, or duplicated from other sources and the steps EPA will take to mitigate future unauthorized alterations or deletions of EPA records.

Thank you for your cooperation. If you have any questions, please contact Karyn Skevakis, Senior Records Analyst, at 301-837-3069 or by email at [karyn.skevakis@nara.gov](mailto:karyn.skevakis@nara.gov).

Sincerely,

A handwritten signature in blue ink that reads "Laurence V. Brewer". The signature is written in a cursive style with a large initial 'L' and a distinct 'V'.

LAURENCE BREWER  
Chief Records Officer  
for the U.S. Government

Enclosure  
CNN Article.pdf



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January 31, 2019

Mr. John Ellis  
U.S. Environmental Protection Agency  
1200 Pennsylvania Ave NW (MC 2822T)  
Washington, DC 20460

Dear Mr. Ellis:

The National Archives and Records Administration (NARA) received your report responding to NARA's letter dated July 10, 2018 (attached) in response to an allegation of unauthorized disposition of U.S. Environmental Protection Agency (EPA) records. This case was based on information in a news article published by CNN on July 2, 2018, which alleged that meetings and appointments on former EPA Administrator Scott Pruitt's official calendar were scrubbed, altered, or removed.

The EPA's report clarified that the "public calendar" on the EPA's web page is a calendar that is simplified for online display and is not the official calendar for the EPA Administrator. The EPA uses a Microsoft Outlook calendar account to manage the official calendar and the calendar in Outlook (the "official" calendar) is the calendar that is used to respond to Freedom of Information Act (FOIA) requests.

The EPA also provided information indicating that there is no evidence that staff members deleted meetings that actually occurred from the official calendar. The EPA acknowledges that modifications to meetings and appointments were made in order to ensure that the calendar entries contain "adequate and proper documentation" of the meetings that occurred (e.g., removing attendees who did not attend the meeting, etc.). The EPA also noted that some meetings may be documented in other records that are managed and preserved alongside the calendar records. Regarding the allegation that EPA kept "secret" calendars, the EPA conducted a review that included interviews with relevant agency staff and available information sources including the former Administrator's mobile devices. During this review, no information was identified indicating that any calendars other than the Outlook and public calendars ever existed.

Based on this information, NARA considers this allegation of unauthorized disposition to be unsubstantiated. Thank you for your cooperation. If you have any questions, please contact Karyn Skevakis, Senior Records Analyst, at 301-837-3069 or by email at [karyn.skevakis@nara.gov](mailto:karyn.skevakis@nara.gov).

Sincerely,

A handwritten signature in blue ink that reads "Laurence M. Brewer". The signature is written in a cursive style with a large initial 'L'.

LAURENCE BREWER  
Chief Records Officer  
for the U.S. Government

Enclosures

1. 2018-07-05\_UD\_EPA\_UD-2018-0018\_Open Letter
2. 2018-10-10\_UD\_EPA\_UD-2018-0018\_Agency Response
3. 2018-10-10\_UD\_EPA\_UD-2018-0018\_Attachment