



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.***

February 14, 2019

Mr. Camilo J. Sandoval  
Executive in Charge, Office of Information and Technology  
Chief Information Officer  
Department of Veterans Affairs  
810 Vermont Avenue, NW  
Washington, DC 20420

Dear Mr. Sandoval:

The National Archives and Records Administration (NARA) has received information, as reported by the *Wall Street Journal* on February 8, 2019 (enclosed), concerning the potential use of personal email accounts to conduct official government business by former Secretary Dr. David Shulkin and other Department of Veterans Affairs (VA) officials.

The Federal Records Act, in 44 U.S.C. 2911(a), prohibits an Executive Agency employee from creating or sending a record using a non-official email account unless the employee copies his or her official email account when the record is first transmitted, or forwards a complete copy of the record to the official email account within 20 days of the record's original transmission. Additionally, [NARA/OMB M-14-16, Guidance on Managing Email](#), requires that email sent using personal accounts pertaining to agency business and meeting the definition of a Federal record must be filed in an agency recordkeeping system.

The Federal Records Act also establishes responsibilities and actions for the VA and NARA under 44 U.S.C. 3106 and NARA's authorities in 44 U.S.C. 2905 regarding allegations of unauthorized disposition of Federal records. In accordance with 36 CFR 1230.16(b), we request that the VA review the extent of former Secretary Shulkin's and other VA employees' use of personal email accounts for official business and whether any such email records were captured in the VA's official recordkeeping systems. Following your review of this matter, please submit the required report as specified by 36 CFR 1230.14 within 30 calendar days of the date of this letter.

We appreciate your attention to this matter. If you have any questions, please contact Scott Jobson, Senior Records Analyst, at (301) 837-2977 or by email at [scott.jobson@nara.gov](mailto:scott.jobson@nara.gov).

Sincerely,



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

Enclosure:  
2019-02-08\_WSJ\_House Democrats to Probe How Trump's Associates Influenced the VA

cc:  
Samuel Nichols  
samuel.nichols@va.gov

Martin L. Hill  
martin.hill@va.gov



Office of the Chief  
Records Officer for the  
U.S. Government

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May 15, 2024

Kim Tart  
Department of Veterans Affairs  
801 Vermont Avenue, NW  
Enterprise Records Service (005R1B)  
Washington, DC 20420

Dear Kim Tart,

The National Archives and Records Administration (NARA) acknowledges receipt of the Department of Veterans Affairs' (VA) report concerning the potential use of personal email accounts to conduct official government business by former Secretary Dr. David Shulkin and other Department of Veterans Affairs (VA) officials.

According to the report, VA creates secondary or alias email address mailboxes for certain executives to conduct official business that are still connected to the VA server. Alias emails reside on a government system, so potential federal records are being captured and should likewise be maintained.

Based on the information provided, the reporting requirements of 36 CFR 1230.14(a) have been met and NARA considers this matter closed. I appreciate your attention on this important matter. If you have any questions or wish to discuss further, please contact me at [laurence.brewer@nara.gov](mailto:laurence.brewer@nara.gov).

Sincerely,

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