



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION
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July 8, 2019

Mr. Tommy W. Lee
Department of Defense
United States Air Force
Headquarters Air Force Records Office (SAF/CNZA)
1800 Air Force Pentagon
Washington, DC 20330-1800

Dear Mr. Lee:

The National Archives and Records Administration (NARA) received your letter of an unauthorized disposition at Minot Air Force Base on June 18, 2019. Your letter reported that in January 2015, the 5th Force Support Squadron at Minot AFB discovered the loss of one box of records documenting supporting payments to contractors based on monthly meal counts dated October 2012 to September 2013. The office's records custodian performed a thorough search for the temporary records but was unsuccessful in locating the records and found that the information required to re-create the records is not available. Please note that per 36 CFR 1230.14, agencies must report these incidents promptly to NARA.

Based on the information that you provided, the reporting requirements of 36 CFR 1230.14(a) have been met. NARA is satisfied with the safeguards established and considers this matter closed. If you have any questions, please contact me at laurence.brewer@nara.gov.

Sincerely,

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