



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

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November 17, 2021

Teresa McDuffie-Frye
US Department of Agriculture
Economic Research Service
5601 Sunnyside Ave
Mail Stop 5119
Beltsville, MD 20705
teresa.mcduffie-frye@ars.usda.gov

Dear Ms. McDuffie-Frye,

The National Archives and Records Administration (NARA) was made aware of missing financial records from the Economic Research Service (ERS). NARA requests that ERS investigate this matter and provide a comprehensive report, in accordance with 36 CFR 1230.16.

Please ensure that your report describes the volume and dates of the missing records, as well as the exact circumstances surrounding the loss, including the name of the office responsible for maintaining the missing records and the NARA-approved disposition authority that ERS uses to apply disposition to the financial records. Finally, please include a statement regarding safeguards to prevent further losses, and details of any actions taken to salvage, or reconstruct the missing records.

Thank you for your attention to this matter. If you have any questions, please contact me at laurence.brewer@nara.gov.

Sincerely,

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

Cc: Beatriz Collazo
USDA Department Records Officer
Beatriz.Collazo@usda.gov



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February 18, 2022

Teresa McDuffie-Frye
REE Records Management Officer
United States Department of Agriculture
Agricultural Research Service
5601 Sunnyside Ave
Mail Stop 5119
Beltsville, MD 20705
teresa.mcduffie-frye@ars.usda.gov

Dear Ms. McDuffie-Frye,

The National Archives and Records Administration (NARA) received your report regarding the unauthorized disposition of financial records from the Agricultural Research Service (ARS). The report indicated that an ARS employee unintentionally misplaced five purchase receipts while transitioning to a remote working routine. NARA understands that ARS was able to recreate the information from each receipt and have established new procedures to mitigate future losses.

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.

Sincerely,

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