



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

Sent Via Email. No Hard Copy to Follow.

August 31, 2022

Christie King
Agency Records Officer
National Park Service
12201 Sunset Valley Drive
WASO-IR, Room 2C404C; MailStop 242
Reston, VA 20192

Dear Christie King,

The National Archives and Record Administration's (NARA) Textual Accessioning Division recently received a donation offer from a former National Park Service (NPS) employee for approximately 75 cubic feet of records, created from 1995 to 2005, while the employee was Director and Senior Scholar for Historic Engineering and Architecture at NPS.

NARA's Appraisal Division has reviewed the inventory list, provided by the former employee, and determined that the records appear to be covered under disposition authority, N1-079-08-001 /1/A/2, Cultural and Natural Resource Management Program and Planning Records, which specifies a 15-year retention period in the agency and permanent disposition.

Since these records are currently in the former employee's custody, NARA considers this matter to be a possible alienation of federal records. NARA requests that NPS take immediate action to investigate further and determine whether or not these records are in fact federal records that should be in NPS' custody.

Please provide a comprehensive report within 30 days in accordance with 36 CFR 1230.16. Your report must include a complete description of the records in question, including volume and dates, applicable disposition authorities, details related to the alienation of the records, all efforts made to recover the records, as well as what safeguards will be established and implemented to prevent future unauthorized disposition of federal records.

Thank you for your attention to this matter. If you wish to discuss further, please do not hesitate to contact me at Laurence.Brewer@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.' before the last name.

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

Enclosure

Cc: David Alspach Department of the Interior Departmental Records Officer



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September 27, 2023

Christie King
Agency Records Officer
National Park Service
12201 Sunset Valley Drive
WASO-IR, Room 2C404C; MailStop 242
Reston, VA 20192

Dear Christie King,

The National Archives and Record Administration (NARA) received the National Park Service's (NPS) report dated September 20, 2023, regarding the unauthorized removal of NPS records by a former NPS employee.

The report indicates that on November 15, 2022, NPS personnel went to the former employee's home, retrieved approximately 110 cubic feet of boxes, and transported them to an NPS facility for assessment. An in-depth review of the confiscated boxes resulted in the removal of personal items and duplicate records, reducing the volume to 91 cubic feet. The collection of mixed media records included hardcopy, DVDs, CDs, microfilm, microfiche, and floppy discs. Most of the collection appeared in "good condition," with about 4-5 cubic feet of records contaminated by dust and mold.

NARA acknowledges that NPS has reviewed the collection of records, restored, culled, and prepared the records for shipment to a NARA Federal Records Center (FRC). The collection consists of records dating from the early 1900s to the mid/late 2000s, and a NARA-approved records schedule classifies these records as permanent under N1-079-08-001, NPS item 1.A. 2 Cultural and Natural Resource Management Program and Planning Records. The NPS records management (RM) team has implemented workgroups to conduct monthly RM training. It will also distribute regular RM guidance via the agency's intranet to help reduce the risk of future alienation of agency records.

Based on the information provided, NPS has satisfied 36 CFR 1230.14(a) reporting requirements. NARA considers this matter closed. Thank you for your commitment to improving your records management practices.

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'.

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