



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

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

November 15, 2022

Tracee Taylor  
Department of the Treasury  
Internal Revenue Service  
Records & Information Management  
1111 Constitution Avenue, NW  
Washington, DC 20224

Dear Tracee Taylor,

The National Archives and Records Administration (NARA) has received a report from you that a box of Criminal Investigation fugitive case file work papers went missing via shipment between the Sarasota Field Office and the Lee's Summit Federal Records Center.

In accordance with 36 CFR 1230.14, please provide us with an additional report including a statement of any safeguards the IRS established to mitigate loss and any additional details you can provide of the actions taken to retrieve or reconstruct the records.

I appreciate your attention to this 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



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

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January 30, 2023

Tracee Taylor  
Department of the Treasury  
Internal Revenue Service  
Records & Information Management  
1111 Constitution Avenue, NW  
Washington, DC 20224

Dear Tracee Taylor,

We have received your report regarding the unauthorized disposition of Criminal Investigation fugitive case file work papers that went missing via shipment between the Sarasota Field Office and the Lee's Summit Federal Records Center. In our previous letter to you on this case, we requested additional information about safeguards that the IRS was putting into place to mitigate potential future occurrences. We understand that the IRS uses only certified shipping companies that have the ability to track and that have procedures designed to ensure the protection of hardcopy documents.

Based on the information the IRS provided, NARA considers this matter resolved. If the records are located, please let us know so we can update our records. I appreciate your attention to this 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