



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

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

September 13, 2023

Daniel Tucker  
Department of Homeland Security  
U.S. Immigration and Customs Enforcement  
Office of Asset Management  
500 12th St SW  
Washington, DC 20536

Dear Daniel Tucker,

The National Archives and Records Administration has received the Immigration and Customs Enforcement (ICE) report regarding a missing permanent investigative case file (Disposition Authority N1-36-86-1/162.38).

In July 2022, the Homeland Security Investigations (HSI), Burlington, Vermont field office prepared 26 boxes of closed temporary investigative case files for offsite storage at an Iron Mountain facility. A government vehicle transported the boxes from Vermont to the HSI New Haven, CT field office. The boxes were stored in a locked room until they were transferred to the Iron Mountain facility on August 22, 2022.

In October 2022, the staff realized that a permanent investigative case file was included in one of the boxes sent to Iron Mountain. The staff requested that the HSI Records Liaison Officer (RLO) retrieve the file. From October 2022 through July 2023, numerous efforts were made to locate the case file including searching the Burlington and New Haven offices, visiting Iron Mountain to examine the boxes, and contacting the Boston Federal Records Center to review a recent transfer of permanent investigation case files.

Using the HSI Investigative Case Management (ICM) system, some of the components of the investigative case file were able to be created; however, some of the components were only located in the hard copy case file. HSI has exhausted all means to locate the missing portions. HSI's RLO and ICE's Records and Information Management Unit will continue to emphasize

records training for records custodians and re-evaluate the maintenance and storage procedures to ensure that records are properly safeguarded.

I appreciate your attention to this important matter. If the file is located, please let us know so we can update the case file. If you have any questions or wish to discuss further, please contact me at [laurence.brewer@nara.gov](mailto: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".

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

cc. Michelle Thomas, Department Records Officer, Department of Homeland Security