



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

Sent Via Email. No Hard Copy to Follow.

February 15, 2024

Michael Watkins
National Mediation Board
1301 K Street NW
Suite 250-E
Washington DC 20005

Dear Michael Watkins:

The National Archives and Records Administration (NARA) acknowledges receipt of your email notifying us of a potential unauthorized disposition of text and voice messages at the National Mediation Board.

In accordance with 36 CFR 1230.14(a), NARA requests that NMB respond within 30 calendar days to this allegation. If it is determined that an unauthorized disposition of records has occurred, the response should include the following information:

- A complete description of the records with volume and dates if known;
- The office maintaining the records;
- A statement of the exact circumstances surrounding the removal, defacing, alteration, or destruction of records;
- A statement of the safeguards established to prevent further loss of documentation; and
- Details of the actions taken to salvage, retrieve, or reconstruct the records.

If it is determined that there has been no unauthorized disposition, please provide us with sufficient documentation to support that finding. 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.

Sincerely,

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



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March 19, 2024

Michael Watkins
National Mediation Board
1301 K Street NW
Suite 250-E
Washington DC 20005

Dear Michael Watkins:

The National Archives and Records Administration (NARA) acknowledges receipt of your report on the potential unauthorized disposition of text and voice messages at the National Mediation Board (NMB).

According to your report, NMB was unable to find any evidence to support that any text or voice messages were lost. We understand that at the time of the allegation, NMB policy did not classify voice or text messages as records and as a matter of routine business, the phones were wiped and redistributed to other customers. We further understand that to prevent future loss of records, staff will be notified not to delete any records from their mobile devices. Also, the records policy and handbook will be revised to provide instructions for transferring records on mobile devices to agency emails.

Thank you for your attention to this matter. Based on this information, NARA 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