



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

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February 21, 2024

Heather Westing
Department of the Treasury
Office of the Comptroller of Currency
Information Technology Services
400 7th Street, S.W.
Suite 3W-401
R.M., File Room 8E 119
Washington DC 20219

Dear Heather Westing,

We have received your report dated February 13, 2024, regarding a box of missing permanent records that was lost at the Lenexa Federal Records Center (FRC) sometime prior to 2016. It was discovered during the review of annual move transfers in 2023 that the box had not been found.

In December 2016, staff from the Transfer and Disposition (T&D) unit in the Lenexa FRC were assigned to perform a shelf audit and discovered that the box from Accession 483-93-0068, Inactive Thrift Files for Docket Number 5488, was not on the shelf. At that time it was reported by the Lenexa FRC T&D unit that there were no requests or refiles for this box. There was a review of the July 2016 disposal pull report, as the disposition was updated on May 19, 2016 from temporary to permanent, but all notations indicate the box was present before and after disposal activity. An unsuccessful search was conducted at the T&D unit and Lenexa FRC notified the OCC that they would continue to look for the records.

As part of the annual move in 2023, it was discovered that the box had never been located by the FRC and the OCC was informed that the FRC had reported the loss to NARA Holdings Protection Team. Therefore, the OCC considers the box to be lost. We understand that these records cannot be reconstructed and there is no back up of these records. Please note that if records are identified to be missing in the records center, the OCC has the responsibility to report the loss of the records promptly to NARA.

Based on the information we received in your report, NARA considers this matter resolved. I appreciate your attention to this matter. Please let us know if the box is found so we can update our records. If you have any questions or wish to discuss further, please 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 blue ink color.

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